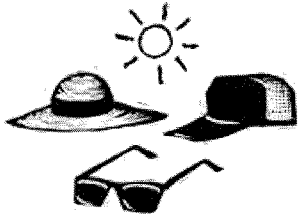


the summer months. The AD-10.64 is the Agency's policy addressing temperature extremes in the TDCJ workplace. The greatest exposure occurs from 10:00 a.m. until 4:00 p.m., but you can still get a sunburn place.



during cloudy weather, other seasons, and other times of the day.

The areas of the body most at risk to exposure to UV radiation are the back of the neck, ears, face, eyes, and arms.

These and other body parts can be easily protected by wearing proper clothing, sunglasses, and sunscreen. You can reduce your risk by taking precautions and avoiding repeated exposure to the sun.



AD-10.64

Fortunately, the Agency recognizes the very real hazards associated with working within such temperature extremes and has taken proactive measures to protect staff.

So much in fact, that this medical issue has an Administrative Directive devoted to it.

The last page of AD-10.64 contains the Heat and Humidity Matrix, as well as preventive steps to take when the apparent or 'feels like' temperature reaches varying levels of severity.

According to the matrix, which is adopted from the National Weather Service, a person can begin to feel the effects of heat exhaustion in temperatures as low as 80°.

Risks for heatstroke begin at temperatures of 91°. At 95°, there can be an imminent danger of developing heatstroke.

Bear in mind, these risk factors are accompanied by extremely high humidity levels.



REFERENCES:

- TDI, DWC, Workplace Safety, HS99-151B
- CMHC, Heat Stress, B-15.2
- TDI, DWC, Heat-Related Injury & Illness Prevention Factsheet, HS04-047B

- TDI, DWC, Sun Safety, HS96-096E
- CDC, Emergency Preparedness & Response, Extreme Heat
- TDCJ, AD-10.64, Temperature Extremes in the TDCJ Workplace



Training Circular
TDCJ Risk Management Department
Volume 12 Issue 5
May 2012

Jackie Edwards
Director, Administrative Review and Risk Management

Vacant
Manager II
Review and Standards

Robert C. Warren
Risk Management Specialist V
Risk Management

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in an effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the Training Circular is performed by Robert C. Warren, Risk Management. Comments, suggestions and safety related items are welcome. Send Suggestions to:

Robert C. Warren
Risk Management Department
1060 Hwy 190 East
Huntsville, Texas 77340
or,
robert.c.warren@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

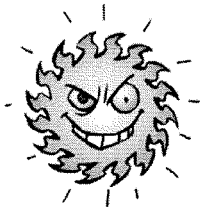


TDCJ Risk Management's
Training Circular

Volume 11 Issue 09

Risk Management Issues

September 2011



Heat Wave



Understanding Heat Related Illness

A National Problem

Heat kills by taxing the human body beyond its abilities. In a normal year, about 175 Americans succumb to the demands of summer heat.

Among the large continental family of natural hazards, only the cold of winter - not lightning, hurricanes, tornadoes, floods, or earthquakes - takes a greater toll.

In the 40-year period from 1936 through 1975, nearly 20,000 people were killed in the United States by the effects of heat and solar radiation. In the disastrous heat wave of 1980, more than 1,250 people died.

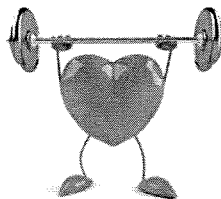
And those are the direct casualties. No one can know how many more deaths are advanced by heat wave weather - how many diseased or aging hearts surrender, which under better conditions would have continued functioning.

North American summers are hot; most summers see heat waves in one section or another of the United States.

East of the Rockies, they tend to combine both high temperatures and high humidity although some of the worst have been catastrophically dry.

How Heat Affects the Body

Human bodies dissipate heat by varying the rate and depth of blood circulation, by losing water through the skin and sweat glands, and - as the last extremity is reached - by panting, when blood is heated above 98.6 degrees.



The heart begins to pump more blood, blood vessels dilate to accommodate the increased flow, and the bundles of tiny capillaries threading through the upper layers of skin are put into operation.

The body's blood is circulated closer to the skin's surface, and excess heat drains off into the cooler atmosphere. At the same time, water diffuses through the skin as perspiration. The skin handles about 90 percent of the body's heat dissipating function.

Sweating, by itself, does nothing to cool the body, unless the water is removed by evaporation - and high relative humidity retards evaporation.

The evaporation process itself works this way: the heat energy required to evaporate the sweat is extracted from the body, thereby cooling it.

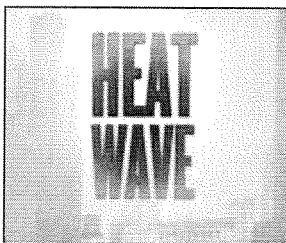
Under conditions of high temperature (above 90 degrees)

and high relative humidity, the body is doing everything it can to maintain 98.6 degrees internally.

The heart is pumping a torrent of blood through dilated circulatory vessels; the sweat glands are pouring liquid - including essential dissolved chemicals, like sodium and chloride - onto the surface of the skin.

Heat Related Emergencies

Overexposure to the sun or heat can lead to cramps, exhaustion, and even death. Proper protection is essential for preventing sun and heat related illness. Prevention is simple, effective, and by far preferable to treatment.



Proper prevention measures significantly reduce probability of sun and heat related illness. Your actions in identifying and reacting to the signs of heat related illness could mean the difference between life and death.

The Sun and Radiation

Over-exposure to the sun's ultraviolet rays can have detrimental effects on your skin. Here are some tips you may follow to reduce the risks of skin cancer:

- Avoid midday sun (10:00 am to 4:00 pm)
- Apply a waterproof sunscreen (SPF of 15 or greater)
- Wear tightly woven clothing to block sun
- Wear a broad brimmed hat to shadow face, neck and ears

Also keep in mind that:

- Sunlight reflected from snow and concrete increases the intensity of light on your skin
- Light cloud cover will not block or protect you from ultraviolet sunlight
- Water does not filter most ultraviolet light, thus being underwater (e.g. Snorkeling) will not protect you from the sun.

Heat Related Illness

Overexposure to heat, humidity, or over exertion of the body can lead to heat related illness. This usually takes one of three forms:

Heat Cramps

Heat cramps occur most com-

monly in the most worked muscles after heavy exercise in the heat. A high level of humidity, recent ingestion of alcohol, or being over the age of forty may increase the likelihood of heat cramps.



Treatment for Heat Cramps

- Remove the patient from the hot environment.
- Take the patient into the shade or into a cool sheltered area.
- Have the patient sit or lie down to rest the cramping muscles.
- The patient should attempt to gently stretch the affected muscles.
- Encourage the patient to drink orange or tomato juice, a soft drink or a commercially available sodium balanced thirst quencher.
- Do not give liquids to a patient who is unconscious or not alert.
- Remove any sweat with a damp cloth.

If patient does not get better within 30 minutes, seek further medical attention. Dial 911 if necessary and ask for an ambulance. The paramedic dispatcher will give you further instructions.

Do not provide the patient with more water since this may further dilute the salt levels in the body. It is also not advisable to give the patient a salt-water mix or salt tablets since these may have other negative effects on the patient.

Heat Exhaustion

Excessive loss of bodily fluids due to prolonged sweating, especially in a hot environment, can lead to heat exhaustion.

Symptoms of Heat Exhaustion

- Headache
- Fatigue
- Vomiting
- Nausea
- Thirst
- Giddiness
- Profuse sweating



The patient is usually cold and damp to the touch and skin may appear gray.

Treatment of Heat Exhaustion

- Remove the patient from the hot environment.
- Take the patient into the shade, or preferably, into a sheltered, air conditioned environment.



- Remove any extra clothing and loosen any clothing which is tight or restrictive.
- Urge the patient to lie down.
- If the patient is conscious and alert, provide suitable fluids such as tomato or orange juice, soft drinks or other commercially available sodium balanced thirst quenchers.

Further medical attention is highly recommended. Dial 911 and ask for the ambulance. The paramedic dispatcher will give you further instructions.

Heat Stroke

Heat stroke occurs when the body is subjected to more heat than the body can possibly handle. Heat stroke is a serious medical condition and may lead to death without immediate emergency medical attention.

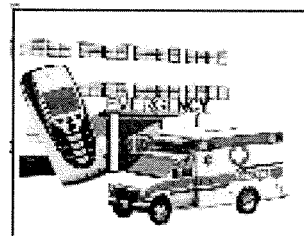
In heat stroke, body temperature rises too quickly resulting in the death of body tissue.

Symptoms of Heat Stroke

- Chills
- Nausea
- Vomiting
- Throbbing in the head
- Disorientation
- Slowing down of sweating

Treatment of Heat Stroke

The patient's life depends on rapid emergency medical care. Dial 911 and ask for an ambulance. The paramedic dispatcher will give you further instructions.



The patient's body must be cooled as rapidly as possible. Remove the patient from the hot environment and remove any excessive clothing while waiting for the ambulance.

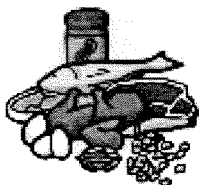
Heat Illness Prevention Slow down

Strenuous activities should be

reduced, eliminated, or re-scheduled to the coolest time of the day. Individuals at risk should stay in the coolest available place, not necessarily indoors.

Dress for summer

Lightweight, light-colored clothing reflects heat and sunlight, and helps your body maintain normal temperatures.



[PROTEIN]

Put less fuel on your inner fires

Foods (like proteins) that increase metabolic heat production also increase water loss.

Drink plenty of water or other non-alcoholic fluids



Your body needs water to keep cool. Drink plenty of fluids even if you don't feel thirsty. Persons who (1) have epilepsy or heart, kidney, or liver disease, (2) are on fluid

restrictive diets, or (3) have a problem with fluid retention should consult a physician before increasing their consumption of fluids.

Do not drink alcoholic beverages

Do not take salt tablets unless specified by a physician

Persons on salt restrictive diets should consult a physician before increasing their salt intake.

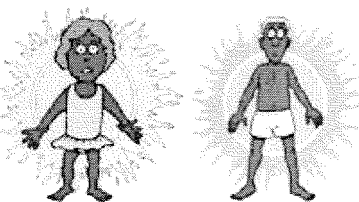
Spend more time in air-conditioned places

Air conditioning in homes and other buildings markedly reduces danger from the heat.

If you cannot afford an air conditioner, spending some time each day (during hot weather) in an air-conditioned environment affords some protection.

Don't get too much sun

Sunburn makes the job of heat dissipation that much more difficult.



Training Circular
TDCJ Risk Management Department
Volume 11 Issue 09
September 2011

Jackie Edwards
Director, Administrative Review and
Risk Management

VACANT
Program Administrator
Risk Management

Jerry Bailey
Audit & Inspection Manager
Risk Management

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in an effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the Training Circular is performed by Jerry Bailey Audit & Inspections Manager, Risk Management. Comments, suggestions and safety related items are welcome. Send Suggestions to:

Jerry Bailey
Risk Management Department
1060 hwy 190 east
Huntsville, Texas 77340
or,
Jerry.bailey@tdej.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

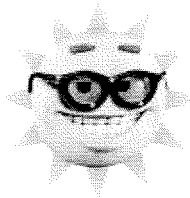


TDCJ Risk Management's *Training Circular*

Volume 11 Issue 04

Risk Management Issues

April 2011



TEXAS SULTRY SUMMERS



Summer is just around the corner. Summer time is perfect to go swimming, watching the kids play baseball, football, BBQ's, or just sitting in the shade trying to stay cool while drinking some ice cold lemonade. The truth is we would rather be sitting in the cool air conditioning. But we can't put our lives on hold until it gets cooler. The grass is still going to grow. Cars are still going to need to be washed, and the kids still want to play outside. For these first timers in the Texas summer heat and humidity, you will now know the meaning of a Texas Summer before long. Since we have to go on with our daily activities, we can take precautions to reduce the risk of a heat related illnesses.



Have you ever heard someone say "An ounce of prevention is worth a pound of cure"?

That statement is very true when dealing with a heat related. The best prevention for mosquito bites and not contacting the West Nile Virus is to follow

prevention protocols. Empty standing water in old tires, buckets, plant containers barrels, and/or any other container that collects water. Wear insect repellent between dusk and dawn when outdoors. Wear long sleeved light colored clothing and pants.

WEST NILE VIRUS

The West Nile Virus (WNV) was first detected in the Western Hemisphere in 1999 and has since rapidly spread across the North American continent into all 48 continental states, seven Canadian provinces, and throughout Mexico. In addition, West Nile Virus activity has been detected in Puerto Rico, the Dominican Republic, Jamaica, Guadeloupe and El Salvador.

According to the U.S. Centers for Disease Control and Prevention (CDC), over 15,000 people in the U.S. have tested positive for the West Nile Virus infection since 1999, including over 500 deaths. Many more people have likely been infected with the West Nile Virus, but have experienced mild or no symp-

toms. Statistically, a person's risk of contracting West Nile is low, and less than 1% of those infected develop serious illness from the virus. Those at highest risk for serious illness are the elderly and those with lowered immune systems. However, people of all ages can develop serious illness, so it is important for everyone to protect themselves from mosquito bites to minimize the risk of infection.

However when symptoms do occur, they range from mild illness characterized by fever,



headaches, sore muscles, rash and swollen lymph glands, including meningitis or encephalitis.

Very rarely, the illness results in death. Incubation period is 3-6 days after being bitten by an infected mosquito. If an unusual bird "die off" is noted, Contact the Risk Management Central Office (936) 437-4804 immediately for further instructions.



FIRE ANTS

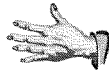
These pesky little critters can turn a nice picnic into a battle of

the marching ants. Who is going to get to the basket of food first? Fire ants bite down into the skin, then sting downwardly as they pivot; the result is a characteristic circular pattern of bites. Fire ants bites produce extremely painful vesicles that are filled with fluid. The bite causes a sharp, stinging pain followed by swelling. If a reaction occurs transport the victim to a physician.



SCORPION

This insect just looks scary. They look like something out of a sci-fi movie that makes you want to run. Of the three species of scorpions in the United States that sting and inject poisonous venom, only one is generally fatal. The severity of the sting depends on the amount of venom injected; Ninety percent of all scorpion stings occur on the hands.



Signs and symptoms of scorpion stings include: sharp pain at the sting site, swelling at the sting site, which spreads gradually, discoloration at the sting site, nausea and vomiting, restlessness, drooling, poor coordination, incontinence and seizures.



TICKS

Spring time always brings the best out in us. A nice game of fetch with the dog or a walk in the woods. But it also brings out the ticks. These little insects may be small but they can still be scary. If you spend time outdoors or have pets that go outdoors, you

need to beware of ticks. Ticks are small bloodsucking bugs. Many species transmit diseases to animals and humans. Some of the diseases you can get from a tick bite are; Lyme Disease, Ehrlichiosis, Rocky Mountain Spotted Fever and Tularemia. Some ticks are so small that they can be difficult to see. Ticks may get on you if you walk through areas where they live, such as tall grass, leaf litter or shrubs.

To remove a tick, follow the guidelines; remove a tick as soon as you discover it. The longer the ticks remains attached to the skin, the more likely for an infection to result. Use tweezers when removing a tick or cover your fingers with a tissue, grasp it as close as possible to the skin, pull firmly and steadily until the tick is dislodged and then flush it down the toilet, wash your hands with soap and water.



WASPS

The most likely insect to cause sting reactions in the Southeast and Southwest, wasps tend to nest in small numbers under the eaves of houses and buildings. They like picnic areas, garbage cans, and food stands. Did you know that a wasp can deliver multiple stings at one time?.



YELLOW JACKET

A principal insect causing sting reactions in the Northeast and Midwest, yellow jackets tend to dominate in late summer and fall. Nests are located in the ground. Often seen in picnic areas, Yellow jackets (*Vespula* species, *Ve-*

spa species and *Dolichovespula* species) are considered beneficial around home gardens and commercially grown fruits and vegetables at certain times of the year because they feed abundantly on insect pests such as caterpillars and harmful flies. Unfortunately, in late summer and early fall when their populations peak, the yellow jackets' normal insect diet disappears and their feeding habits become a problem to man.



At this time of year, the yellow jacket has an appetite for much the same food and drink as those consumed by man. Also, yellow jacket stings can result in a life-threatening situation, especially if the person is allergic to yellow jacket venom.

HONEYBEES

Found throughout the United States at any time of the year, except in colder temperatures when they remain in their hives, in Northeast and Midwest honeybees are major insects causing sting reactions. Hives are usually found in hollowed out areas such as dead tree trunks. Honeybees principally ingest nectar of plants, so they are often seen in the vicinity of flowers. The honeybee with its barbed stinger will self-eviscerate after a sting, leaving the venom sac and stinger in place.



Here are some interesting facts about honeybees.

- * Bees have 5 eyes
- * Bees fly about 20 mph
- * Bees are insects, so they have 6 legs

- * Male bees in the hive are called drones
- * Female bees in the hive (except the queen) are called worker bees
- * Bees have been around 30 million years
- * Bees carry pollen on their hind legs called a pollen basket or corbicula
- * An average bee hive can hold around 50,000 bees.
- * Bees have 2 pairs of wings
- * Bees are important because they pollinate approximately 130 agricultural crops in the U.S. including fruit, fiber, nut, and vegetable crops.

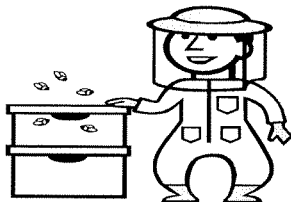


AFRICANIZED BEES

Bee Alert.

Africanized honey bees are well established in the wild population of honey bees in Texas. The Africanized bee is a hybrid (mixture) of African and European honey bee subspecies. Both are not native to the Americas. As a hybrid the Africanized bee appears identical to European honey bees. Individual foraging European and Africanized bees are highly unlikely to sting. A swarm rarely stings people when in flight or temporarily at rest. However, established Africanized colonies are more highly defensive toward perceived predators than European colonies.

As of



November 2004, 158 Texas counties have been quarantined for Africanized honey bees. Winkler County was added to the Texas AHB quarantine list on November 9, 2004.

The quarantine allows beekeepers to move bee hives within but not out of the zone in an effort to prevent the assisted spread of Africanized honey bees.

SIMILARITIES

- * Look the same
- * Protect their nests from predators by stinging
- * An individual bee can sting only once and then dies
- * Have the same kind of venom
- * Pollinate flowers, produce honey and wax

AFRICANIZED BEES CAN

- * Respond quickly to disturbances by people and animals 50 feet or more from the nest.
- * Sense vibrations from power equipment 100 feet or more from the nest
- * Sting in large numbers
- * Will chase an enemy up to a ¼ mile or more.
- * Have a higher rate of reproduction (swarm more frequently).
- * Nest in smaller cavities and sometimes underground (e.g. water meters and animal burrows) shelter.

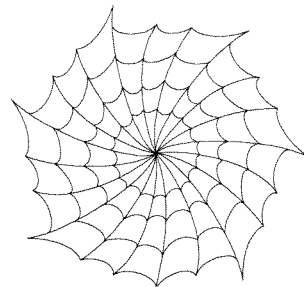


by

SPIDERS

Texas has two venomous species of spiders, the black widow (*Latrodectus mactans*) and the brown recluse (*Loxosceles reclusa*). Both of these species of spiders can be found indoors and outdoors through out the State. The female black widow can be identified by its jet black color, globular abdomen with a reddish or yellowish hourglass on the underside. Male, black widow spiders are smaller, brown and non-descript. The black widow spider is aptly named because the female usually eats the male after mating. The venom of the black widow is a neurotoxin and can lead to severe systemic reactions and in rare cases, death. The black widow's venom is reportedly 15 times more toxic than the venom of the prairie rattlesnake. However, only a minute quantity is injected with each bite. The most severe reactions occur in children and older adults. Black widow spiders Black widow spiders can frequently be found in woodpiles, boxes, outdoor toilets, meter boxes, under eaves, and other undisturbed areas.

Brown recluse spiders are golden brown in color and can be identified by the characteristic



SNAKES

Say the word and for a lot of people, shivers go up and down their spine. Are they sneaky, slimy, scary or skillful and simply sensational? People either love them or hate them but either way snakes play a important role in our world. When working outdoors this spring in the garden or working offenders in the field force be aware of your surrounding.



the Leon River.

Coral Snake - poisonous
Point out the small head and the red, yellow (white in this preserved specimen) and black bands. This snake is found in the wooded canyons and river bottom and may reach a length of 3 feet. It eats lizards, snakes and small mammals. It is found in central Texas eastward and is found at Miller Springs.

Copperhead - poisonous
Point out the large head which in a live specimen would be the color of a penny, the hour glass shape of the bands on the back and the colors on the belly. These snakes are found in wooded areas in Texas and are found in the wooded areas of Miller Springs. Copperheads eat small mammals. They may reach a length of 4 feet.

What to do if**Insect Bites**

Although most stings or bites do not require medical care, remember some stings or bites can be serious or even fatal. If you have the slightest suspicion that someone is having a generalized or allergic reaction, seek Emergency Treatment Immediately. If you are stung or bitten at the unit or office, notify your supervisor immediately.

Texas Poisonous Snakes**Western Diamondback**

Rattlesnake - poisonous
Point out the large head with small scales, the diamond pattern on its back; the black and white rings on the tail and the rattles. This snake is found in central Texas, including Miller Springs. This type of rattlesnake has been known to reach a length of 8.5 feet and eats mice, rats and rabbits.

Cottonmouth - poisonous

Point out the large head with small scales, the black color with hints of bands and the belly which has several colors but no pattern. This is a water snake that may get 6 feet long and eats frogs, fish, and small mammals in or near water. The Cottonmouth is found from central Texas eastward and is found in Miller springs along

Snake Bites

Wash the bite with soap and water. Immobilize the bitten area and keep it lower than the heart. Seek medical attention immediately. If bitten, notify your supervisor immediately.



TEAM=Together Everyone Achieves More

Unknown

Training Circular
TDCJ Risk Management Department
Volume 11 Number 04
April 2011

Director, Administrative Review and Risk Management
Jackie Edwards

Program Administrator
Risk Management
Elizabeth Boerlin

Audit & Inspection Manager
Risk Management
Jerry Bailey

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the Training Circular is performed by Elizabeth Boerlin, Program Administrator, Risk Management. Comments, suggestions and safety related items are welcome. Send suggestions to:

Elizabeth Boerlin
Risk Management Department
1060 hwy 190 east
Huntsville, Texas 77340
or
elizabeth.boerlin@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

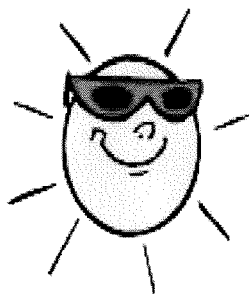


TDCJ Risk Management's
Training Circular

Volume 10 Issue 05

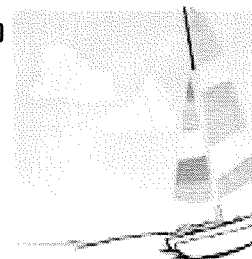
Risk Management Issues

May 2010



MAY

Chill Out



Oh, No, Summer is here again!!!! Hot days, hot nights, humidity, sweating, flat hair, feeling like you could melt any given moment, 3-digit temperatures, hunting for a shady area to sit and drink ice **COLD** lemonade and chill out, and oh, by the way, did I say it was **HOT!** As we say, **Welcome to a Texas Summer.**



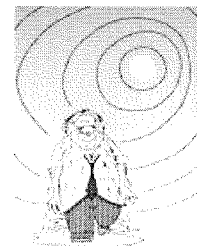
Did you know that it is a lot easier to prevent a heat related illness, than to treat a heat related illness?

During prolonged heat waves, the risk of heat related illnesses, injuries and deaths climb dramatically.

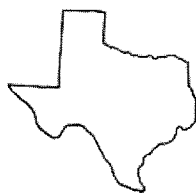
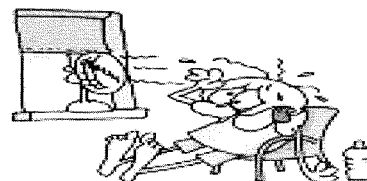


The Agency has Administrative Directive AD-10.64 that addresses the temperature extremes in the workplace. The Agency takes measures to protect staff and offenders within the agency from heat related illnesses. This directive contains information on the preventive measures to take as well as a Heat and Humidity Matrix chart. The TDCJ Department of Preventive Medicine in conjunction with UTMB will conduct employee/offender annual heat awareness training.

As summer months approach, the occurrence of heat related illnesses rise. **Recognition and prompt treatment of these symptoms are imperative.** Victims of prolonged or high heat can develop heat cramps or heat exhaustion. If heating continues, the condition can progress to a heat stroke and death.



Would you be able to recognize a heat related illness? Would you know how to treat the individual? Sit back, chill out and drink that cold glass of lemonade while we go through the recognition and treatment of heat related illness.



The Agency understands that the temperature levels affect the unit staff and offenders who are working in areas of high temperature and humidity levels. Due to the heat, tempers sometimes run as high as the humidity levels.

Would you know the symptoms?

Heat Cramps-are the most benign heat syndrome.

They develop usually following strenuous exercise in muscles

that have been subjected to extensive work. The pain is brief, intermittent and crampy but may be excruciating.

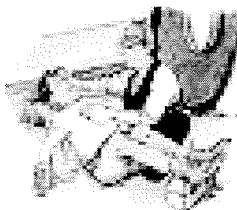


Treatment-consists of rest in a cool environment and replacement of fluids.

Heat Exhaustion-is the most common heat syndrome. The warning signs of heat exhaustion can be mild or severe, but all important danger signals. Symptoms include weakness, anxiety, fatigue, thirst, dizziness, headache, paleness, muscle cramps, nausea or vomiting and faintness. The onset is usually sudden and duration of brief collapse.



Treatment-consists of moving the patient to a cool area and having them lie down and elevate the feet. Spontaneous

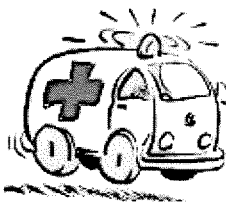


recovery then usually starts taking place. If the patient is fully alert encourage small sips of water.

Heat Stroke-is a true medical emergency. Heat exhaustion can progress to a heat stroke. A sudden change in the level of consciousness in a setting of heat expo-

sure suggests the possibility of a heat stroke. Heat strokes occur when the body's cooling system fails. The skin is hot and dry, pulse rate, respirations are rapid and weak. Coma, paralysis and death can follow if emergency treatment is not immediately given.

Treatment-once a heat stroke is suspected rapid, aggressive therapy aimed at lowering the body temperature should be initiated immediately by whatever means available. In field, remove the patient from the external sources of heat, remove clothing, and promote evaporative cooling by applying cool or iced water to the entire skin by surface sponging or splashing, accompanied by fanning either by hand or mechanical



means. This should be continued throughout transportation to an emergency room receiving facility as well. Always transfer heat stroke victims to a medical facility.

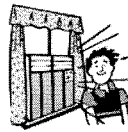
Do you know how to avoid a heat illness during excessive heat?

As record-breaking high temperatures are here to stay for a few months throughout Texas, the Texas Department of Health (TDH) has issued a list of precautions people can take to reduce the risk of heat exhaustion and heat stroke. All Texans are urged to follow these precautions.

- * Drink two to five times more water and non-sugar, non-alcoholic beverages to replace fluids lost in perspiration.
- * Wear loose-fitting, lightweight, light-colored clothing and wide brimmed hats while in the sun.
- * Use sunscreen with an SPF-15 or more.
- * Take frequent breaks limiting physical activity.
- * Rest in a cool place.



- * Stay in an air conditioned area if possible. If no air conditioning is available, fans are helpful.



- * Use the buddy system between co-workers in high heat jobs.



- * Older people should have a friend or relative check on them or call twice a day.



- * When planning activities choose cooler hours to be outdoors.

- * Before prolonged work or exercise outdoors, listen to weather forecasts and give special attention to Advisories



Final Reminder

Heat related illnesses can strike anyone in any occupation. The occupations from which heat related injuries are reported to Risk Management range from field security staff working outdoors in the sun to administrative staff working indoors at a cubicle. So, remember, drink plenty of liquids to keep your body hydrated and *stay cool!*



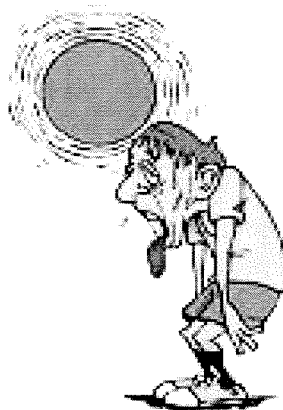
Heat Advisory

The national weather service issues alerts for excessive heat on a county-by-county basis. The alerts are broadcast on NOAA Weather radio and on local radio and television stations. The parameters of an excessive heat watch, warning, and advisory vary by location.

- * **Excessive Heat Watch**—means conditions are favorable for an event to meet or exceed local excessive heat warning criteria in the next 12 to 48 hours.

- * **Excessive Heat Warning**—means that heat values are forecast to meet or exceed locally defined warning criteria for at least two days.

- * **Excessive Heat Advisory**—means hazardous heat conditions have begun or will begin within 36 hours and, if caution is not exercised, they could become life threatening



Your Pet



Animals are also susceptible to heat stroke, or hyperthermia, which is con-

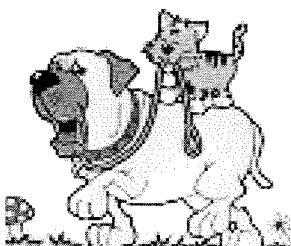
sidered an emergency as it is with people. Signs in animals include excessive panting, increased body temperature, heart rate, or respiratory rate, unusual salivation, collapse, stupor, seizures, or coma, redder than normal gums.

Follow these common sense tips to prevent a heat-related pet emergency

- Besides the obvious... provide shelter and shade, fresh water, and good grooming, here are some tips to help keep your pet cool in the summer heat.
- Be aware of ways that your pet could accidentally be caught without shade - is your pet on a tether and could potentially get caught out in the full sun? Will the shade be available all day? While the shelter provides shade, is it hotter inside the shelter? If possible, utilize shade from trees in addition to the dog house; assuring that there is sufficient shade all day long.



- If your pet is left indoors, is air conditioning available? Will the house stay cool through the heat of the day?
- For indoor or outdoor animals, a cool water "bath" before leaving for work will provide additional cooling for your pet.
- Is fresh, cool water available at all times? Can your pet spill the water source? Consider installing an automatic pet waterier.
- **Do not** plan long walks or go jogging in the heat of the day. This can be life-threatening for some dogs. Plan exercise and outdoor activities in the relative coolness of morning and evening time. Be sure to bring along fresh water or a collapsible drinking bowl to allow your pet to get a cool drink when needed.
- **NEVER** leave your pet in the car, even if it is only for a "quick errand"! This is very dangerous, even on days that are only mildly warm



Sunburn

Sunburn should be avoided because it damages the skin. Although the discomfort is usually minor and healing often occurs in about a week, a more severe sunburn may require medical attention.

Recognizing Sunburn

Symptoms of sunburn are well known: the skin becomes red, painful, and abnormally warm after sun exposure.

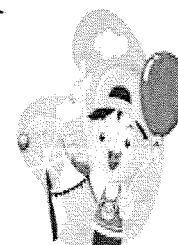
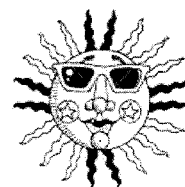
What to Do

Consult a doctor if the sunburn affects an infant younger than 1 year of age or if these symptoms are present:

- Fever
- Fluid-filled blisters
- Severe pain
- Also, remember these tips when treating sunburn:
- Avoid repeated sun exposure.
- Apply cold compresses or immerse the sunburned area in cool water.
- Apply moisturizing lotion to affected areas. Do not use salve, butter, or ointment.
- Do not break blisters.



Have a very safe and enjoyable summer from the Risk Management Central Office.



Training Circular
TDCJ Risk Management Department
Volume 10 Issue 05
May 2010

Jackie Edwards
Director, Administrative Review and Risk Management

Elizabeth Boerlin
Program Administrator
Risk Management

Jerry Bailey
Audit & Inspection Manager
Risk Management

Sherilyn Epperson
Operations Manager
Risk Management

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in an effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the *Training Circular* is performed by Sherilyn Epperson Operations Manager, Risk Management. Comments, suggestions and safety related items are welcome. Send Suggestions to:

Sherilyn Epperson
Risk Management Department
1060 hwy 190 east
Huntsville, Texas 77340
or,
sherilyn.epperson@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

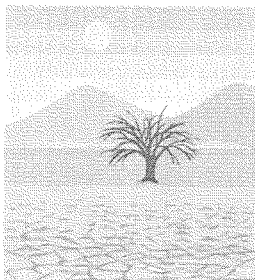


TDCJ Risk Management's *Training Circular*

Volume 9 Issue 05

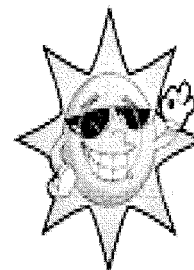
Risk Management Issues

May 2009



MAY

"COOL IT"



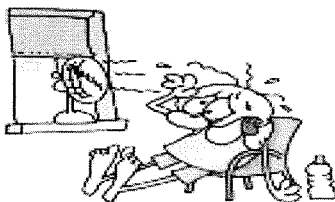
Another Texas summer is here! We can look forward to heat, humidity and more heat and humidity, flat hair, and sweating at 6:00 in the morning. This is what we call a Texas Summer. Since we can't put our life on hold and we have to continue with our daily responsibilities and activities in the heat, we can learn heat precautions to help reduce the risk of any heat related illness.



Did you know that it is a lot easier to prevent a heat related illness, than to treat a heat related illness? During prolonged heat waves, the risk of heat related illnesses, injuries and deaths climb dramatically.



The Agency understands that the temperature levels affect the unit staff and offenders who are working in areas of high temperature and humidity levels. Due to the heat, tempers sometimes run as high as the humidity levels. Just face the fact, it is **HOT!**



The Agency has Administrative Directive AD-10.64 that addresses the temperature extremes in the workplace. The Agency takes measures to protect staff and offenders within the agency from heat related illnesses. This directive contains information on the preventive measures to take as well as a Heat and Humidity Matrix chart. The TDCJ Department of Preventive Medicine in conjunction with UTMB will conduct

employee annual heat awareness training.

As summer months approach, the occurrence of heat related illnesses rise. ***Recognition and prompt treatment of these symptoms are imperative.*** Victims of prolonged or high heat can develop heat cramps or heat exhaustion. If heating continues, the condition can progress to a heat stroke and death.

What are the Symptoms

Heat Cramps-are the most benign heat syndrome. They develop usually following strenuous exercise in muscles that have been subjected to extensive work. The pain is brief, intermittent and crampy but may be excruciating.

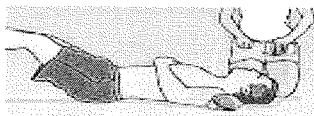
Treatment-consists of rest in a cool environment and replacement of fluids.



Heat Exhaustion-is the most common heat syndrome. The warning signs of heat exhaustion can be mild or severe, but all important danger signals. Symptoms include weakness, anxiety, fatigue, thirst, dizziness, headache, paleness, muscle cramps, nausea or vomiting and faintness. The onset is usually sudden and duration of brief collapse.



Treatment-consists of moving the patient to a cool area and having them lie down and elevate the feet. Spontaneous recovery then usually starts taking place. If the patient is fully alert encourage small sips of water.



Heat Stroke-is a true medical emergency. Heat exhaustion can progress to a heat stroke. A sudden change in the level of consciousness in a setting of heat exposure suggests the possibility of a heat stroke. Heat strokes occur when the body's cooling system fails. The skin is hot and dry, pulse rate, respirations are rapid and weak. Coma, paralysis and death can follow if emergency treatment is not immediately given.

Treatment-once a heat stroke is suspected rapid, aggressive therapy aimed at lowering the body temperature should be initiated immediately by whatever means available. In field, remove the patient from the external sources of heat, remove clothing, and promote evaporative cooling by applying cool or iced water to the entire skin by surface sponging or splashing, accompanied by fanning either by hand or mechanical means. This should be continued throughout transportation to an emergency room receiving facility as well. Always transfer heat stroke victims to a medical facility.



Heat can be fatal to anyone, but people over 60 years old appear to be a higher risk for death from heat illness, especially if they are frail or have pre-existing heart disease, respiration problems or diabetes. To lesser extent, babies and young children, people with a history of alcoholism and others using certain drugs and medications are at high risk of heat illness. People most at risk of heat illness



from exertion may include; athletes, military personal, and manual labors.



How can you avoid heat illness during excessive heat?

As record-breaking high temperatures are here to stay for a few months throughout Texas, the Texas Department of Health (TDH) has issued a list of precautions people can take to reduce the risk of heat exhaustion and heat stroke. All Texans are urged to follow these precautions.

- * Drink two to five times more water and non-sugar, non-alcoholic beverages to replace fluids lost in perspiration.
- * Wear loose-fitting, lightweight, light-colored clothing and wide brimmed hats while in the sun.
- * Use sunscreen with an SPF-15 or more.
- * Take frequent breaks limiting physical activity.
- * Rest in a cool place.



- * Stay in an air conditioned area if possible. If no air conditioning is available, fans are helpful.
- * Use the buddy system between co-workers in high heat jobs.
- * Older people should have a friend or relative check on them or call twice a day.
- * When planning activities choose cooler hours to be outdoors.
- * Before prolonged work or exercise outdoors, listen to weather forecasts and give special attention to advisories.



One Final Reminder

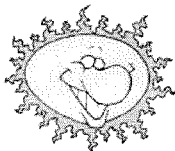
Heat related illnesses can strike anyone in any occupation. The occupations from which heat related injuries are reported to Risk Management range from field security staff working outdoors in the sun to administrative staff working indoors at a cubicle. So, remember, drink plenty of liquids to keep your body hydrated and *stay cool!*



Heat Advisory

The national weather service issues alerts for excessive heat on a county-by-county basis. The alerts are broadcast on NOAA Weather radio and on local radio and television stations. The parameters of an excessive heat watch, warning, and advisory vary by location.

- * **Excessive Heat Watch**—means conditions are favorable for an event to meet or exceed local excessive heat warning criteria in the next 12 to 48 hours.
- * **Excessive Heat Warning**—means that heat values are forecast to meet or exceed locally defined warning criteria for at least two days.
- * **Excessive Heat Advisory**—means hazardous heat conditions have begun or will begin within 36 hours and, if caution is not exercised, they could become life threatening.



Animals



Animals are also susceptible to heat stroke, or hyperthermia, which is considered an emergency as it is with people. Signs in animals include excessive panting, increased body temperature, heart rate, or respiratory rate, unusual salivation, collapse, stupor, seizures, or coma, redder than normal gums.

Treatment—get the animal out of the direct heat and spray it with cool water or place water-soaked towels on the head, neck, feet, chest and abdomen. Take the animal to the veterinary hospital. Animals can't explain their needs, so it is up to us to take extra care during hot weather conditions, to ensure their needs are met.

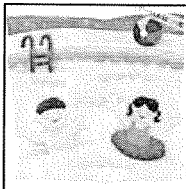


Water Safety

Now that summer is here, we start looking for ways to stay cool. Several ways come to mind, but the one that most people enjoy is **WATER!** The following are some safety tips from the American Red Cross. Go have a big **SPLASH.**



- * According to the American Red Cross learning to swim is the best thing anyone can

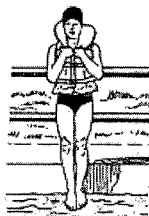


do to stay safe in and around water. Always swim with a buddy; never swim alone. The American Red Cross offers courses for people any age or swimming ability. To enroll in a swimming course, contact your local Red Cross Chapter today.

- * Swim in areas supervised by a lifeguard or an adult. *(If swimming in a unit pool, use extreme caution as a lifeguard may not be present).*



- * Read and obey all rules and posted signs.
- * Children or inexperienced swimmers should take precautions, such as wearing a U.S. coast guard-approved personal flotation device when around water.
- * Watch out for the dangerous "too's"—too tired, too cold, too far to swim.
- * Set rules for the whole family to follow based on



swimming abilities.

- * Be knowledgeable of the water environment you are in and the potential hazards, such as depth, currents, obstructions.

- * Pay attention to weather conditions and forecasts. Get out of the water at the first indication of bad weather.



- * Use a feet-first entry when entering the water.



- * Enter headfirst only when clearly marked for diving.

Don't Drink and DROWN

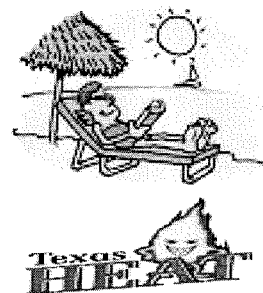
- * Do not mix alcohol with swimming, diving or boating. Alcohol impairs your judgment.

- * Know how to prevent, recognize, and respond to emergencies.

- * Knowing how and when to administer CPR in an emergency situation will save a life. Your local chapters of the American Heart Association, the American Red Cross, and local hospitals are good sources for finding a CPR course in your area. Taking a CPR class could help save a life-someday.



Go out and have a great summer with friends and family.



Training Circular
TDCJ Risk Management Department
Volume 09 Issue 05
May 2009

Jackie Edwards
Director, Administrative Review and Risk Management

David Scholwinski
Program Administrator
Risk Management

Jerry Bailey
Audit & Inspection Manager
Risk Management

Sherilyn Epperson
Operations Manager
Risk Management

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in an effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the Training Circular is performed by Sherilyn Epperson Operations Manager, Risk Management. Comments, suggestions and safety related items are welcome. Send Suggestions to:

Sherilyn Epperson
Risk Management Department
1060 Hwy 190 East
Huntsville, Texas 77340

or,
sherilyn.epperson@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

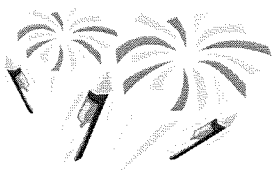


TDCJ Risk Management's *Training Circular*

Volume 8 Issue 07

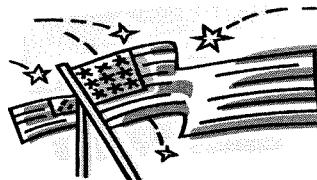
Risk Management Issues

July 2008



July

Hotter Than A Firecracker



In the United States, **Independence Day** or more commonly known as the **Fourth of July** is a federal holiday commemorating the adoption of the declaration of independence on July 4, 1776, declaring independence from the Kingdom of Great Britain and is only celebrated in the United States. We commonly associate July 4th with fireworks, parades, BBQ's, carnivals, picnics, baseball games, swimming, family reunions, and laying on a blanket looking up at the fireworks going Oohhhhh and Aahhhhh. Fireworks shows are held in many states, and many people will purchase them for their personal use. Safety concerns have led some counties to ban fireworks for several reasons. One reason is because personal injury and property loss, and the second reason is



because at this time of the year a lot of counties are under burn bans due to the lack of rain causing dry conditions. So, before you go and purchase fireworks, check with your local fire departments to see if your county is under a burn ban or firework ban, or if there might be a better location to display your fireworks. As we are driving down the road there are firework stands popping up everywhere, and suddenly from the back seat the kids come alive shouting they want sparklers. Many parents understand that firecrackers, bottle rockets, and Roman candles can cause injury to a small child, so we often buy the sparklers for the younger kids to play with because we think they are safer. But the truth is, sparklers can reach over 1000°F, and cause



half of the injuries to children under the age of five as well as 10 percent of the fireworks related injuries overall. Before you stop and buy those fireworks, let's discuss some of the injury risks associated with them:



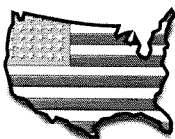
- * Over 10,000 people are treated in emergency rooms for injuries associated with fireworks.
- * Almost half of the injuries are to children under the age of 15.
- * Firecrackers cause the most injuries, followed by rockets and sparklers.
- * Burns are the most common injuries from fireworks.
- * Injuries from fireworks most often affect the hands, eyes, head, face, and ears.
- * Tragic eye injuries result in a loss of vision or sometimes even complete eye loss.
- * Severe burns to the hands, face, and arms, that require treatment beyond

first aid.



Some of these injuries can be a devastating price to pay for a few minutes of fun with fireworks.

The National Safety Council wants every American to have a safe holiday. They know that most of the reported firework related injuries can be avoided by following a few safety tips and responsible use of fireworks.



- * Please treat fireworks with respect. Read all the cautions and warnings and use common sense. Lighting fireworks indoors, throwing them from automobiles or lighting multiple devices at the same time can lead to accidents and are not how fireworks are intended to be used. Always obey all local laws pertaining to the use of fireworks.
- * If you see someone misusing fireworks, **STOP** them and show them the correct way to use consumer fireworks and do not ever use professional fireworks or illegal explosives.

- * Remember to do your part and everyone will be safer.
- * Only persons over 12 years of age should handle sparklers of any kind. Fireworks and alcohol do not mix. Have a designated "Shooter".

The injury rate on legal fireworks has declined over 84% since the Consumer Products Safety Commission began to closely monitor the firework industry. While usage continues to expand on an annual basis, the injury rate drops every year.

Fireworks are meant to be enjoyed, but you'll enjoy them much better knowing your family is safe. Take the extra precautions this holiday and you and your family will have a **blast!!**



Hand Injuries

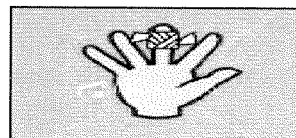
Hand injuries are a common injury when dealing with fireworks, but they are also a common injury within the workplace. Your hands are one of your most valuable tools, nothing has ever been invented that



can match them for usefulness and adaptability. That's why it's so important to learn how to protect your hands, both at work and home. One of the most common injuries within TDCJ are hand injuries. They range from being caught in, caught on, caught between, struck by or struck against.

There are several ways to prevent hand injuries. One of the best ways is to be **observant**.

- * **Keep** hands away from pinch points and crushing hazards. Pinch points and crushing hazards are everywhere. **Keep** the safety of your hands in mind at all times.
- * Inspect materials for slivers, jagged edges, burrs, rough or slippery surfaces before handling. Put on gloves or take other precautions to protect your hands. Wipe off greasy, wet, slippery, and dirty objects before handling.
- * Use the correct hand tool for the job and use it properly.
- * **Always** wear required personal protective equipment when working with hand tools.



- * Wear suitable gloves when the job calls for it. But never wear gloves when working around revolving machinery. Gloves take only a few seconds to put on and they protect you from a variety of hazards. Make sure they fit properly. If they are too big that can catch on things. If they are too small they can restrict movement. Remember the old saying, "Fits like a glove".
- * **Don't** wear rings or bracelets when working on or with machines, tools, or other equipment
- * Make sure that all safety guards are in place before you begin the job.
- * **Never** reach into the machinery to repair, oil, or adjust without taking the required lockout/tag out steps.
- * Clean up with a rag or a brush - **Not** with your fingers or hands.
- * Keep your hands clean and **Don't** ignore any hand injury.
- * **Always** use handles on doors, gates, and barricades.
- * Concentrate on what you're doing. Think about your hands and guard them every minute.



Before you begin a job, ask yourself; "What must I do to protect my hands?"

Eye Injuries

"An eye injury can be a life-altering event." According to the United States Eye Registry, approximately 12,000 Americans are treated in emergency rooms annually for firework-related injuries, and approximately 2,000 of these injuries involve the eye. Despite many of the advances made in eye surgery, repair of the severely injured eye remains a challenge. Always use extreme caution when using fireworks and watch bystanders



According to the National Institute for Occupational Safety and Health (NIOSH) each day about 2,000 U.S. workers have a job-related eye injury that required treatment. About one third of these injuries are treated in a hospital emergency room and more than 100 of these injuries result in one or more days of lost work. The majority of these injuries result from small particles or objects striking the eye. Examples include metal, slivers, wood chips, dust and cement chips that are ejected by tools, blowing wind, or falling



from above. Some objects such as nails, staples, slivers of wood, or metal penetrate the eyeball and result in a permanent loss of vision. Large objects may also strike the eye or a worker may run into an object causing blunt force trauma to the eye.

Experts believe that the right eye protection and taking these extra precautions could have lessened the severity or even prevented 90% of eye injuries.

Before you begin a job, ask yourself; "What must I do to protect my eyes?"

What is my best defense against an eye injury?

- * Know the eye safety dangers of the items you will be working with.
- * Eliminate hazards before starting work.
- * Always use guards.
- * Wear proper eye protection.

When should I protect my eyes at work and home?

You should wear safety eye-wear whenever there is a chance of eye injury. Anyone working in or passing through



areas that pose eye hazards should also wear eye protection.



What type of safety eyewear should I wear?

The type of safety eye protection you should wear depends on the hazard associated with the task. Safety eyewear protection includes some of these items.

- * Non-prescription and prescription safety glasses
- * Goggles
- * Face shields
- * Welding helmets
- * Full-face respirators

Other Outdoor Safety Concerns

Outdoor Burning



It's time to clean the yard for all the outdoor activities that you have been planning. The unit field force squads will be turning out to help with maintaining the unit grounds and agriculture pastures. Now your thinking "What am I going to do with the debris?" Safe disposal of household trash, leaves, brush piles, and construction debris will eliminate a major wildfire threat and reduce the amount of fuel available in the event of a fire. If you must burn debris, do it safely. Careless trash and debris burning ignites a tremendous number of wildfires

every year in Texas, accounting for more than three-fourths of all wildfires in some regions of the state. Most people never intend to start a wildfire, but even the best of intentions can produce disastrous results when safety precautions aren't taken. Texans owe it to themselves and their neighbors to help prevent accidental wildfires from occurring. Observe the fire safety tips outlined below.



- * Check local laws and ordinances for burn bans.
- * Consider alternatives to burning.
- * Don't burn outdoors during dry windy weather or when vegetation in the vicinity is dry.
- * Before you burn, contact the local fire department to notify them of your plans.
- * Stay with your fire.
- * Consider composting or mulching.
- * Establish wide fire-breaks around burning area.
- * Keep water and equipment handy.



Outdoor Grilling

Summer brings the season for us to grill those hamburgers, hot dogs, and can you smell that brisket.

Can't wait to eat.

Here are some safety tips to consider.

- * Keep grills away from combustibles.
- * Allow coals to burn out completely and let ashes cool 48 hrs. before disposing.
- * Dispose of ashes in heavy duty aluminum foil

Happy July 4th

Training Circular
TDCJ Risk Management Department
Volume 08 Issue 07
July 2008

Jackie Edwards
Director, Administrative Review and Risk Management

David Scholwinski
Program Administrator
Risk Management

Doug Odom
Audit & Inspection Manager
Risk Management

Sherilyn Epperson
Operations Manager
Risk Management

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in an effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the *Training Circular* is performed by Sherilyn Epperson Operations Manager, Risk Management. Comments, suggestions and safety related items are welcome. Send Suggestions to:

Sherilyn Epperson
Risk Management Department
1060 hwy 190 east
Huntsville, Texas 77340
or,
sherilyn.epperson@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.



TDCJ Risk Management's *Training Circular*

Volume 7 Issue 05

Risk Management Issues

May 2007

KEEPING IT "ON THE COOL"



Well, it's really no secret. It gonna' get hotter! There's nothing we can do to prevent it. What we can do, however, is be aware of the hazards of working in the heat and take preemptive measures to keep ourselves off the "injury statistics page."

A National Problem

Heat kills by taxing the human body beyond its abilities. In a normal year, about 175 Americans succumb to the demands of summer heat. Among the large continental family of natural hazards, only the cold of winter — not lightning, hurricanes (*excluding Katrina and Rita*), tornadoes, floods, or earthquakes — takes a greater toll. In the 40-year period from 1936 through 1975, nearly 20,000 people were killed in the United States by the effects of heat and solar radiation. In the disastrous heat wave of 1980, more than 1,250 people died.

How Heat Affects the Body

Human bodies dissipate heat by

varying the rate and depth of blood circulation, by losing water through the skin and sweat glands, and — as the last extremity is reached — by panting, when blood is heated above 98.6 degrees. The heart begins to pump more blood, blood vessels dilate to accommodate the increased flow, and the bundles of tiny capillaries threading through the upper layers of skin are put into operation. The body's blood is circulated closer to the skin's surface, and excess heat drains off into the cooler atmosphere. At the same time, water diffuses through the skin as perspiration. The skin handles about 90 percent of the body's heat dissipating function.

Sweating, by itself, does nothing to cool the body, unless the water is removed by evaporation — and high relative humidity retards evaporation. The evaporation process itself works this way: the heat energy required to evaporate the sweat is extracted from the body, thereby cooling it. Under conditions of high temperature (above 90 degrees) and high relative humid-

ity, the body is doing everything it can to maintain 98.6 degrees inside. The heart is pumping a large volume of blood through dilated circulatory vessels; the sweat glands are pouring liquid — including essential dissolved chemicals, like sodium and chloride — onto the surface of the skin. If this moisture is not evaporated, the body cannot effectively dissipate excess internal heat which leads to heat related illnesses.

Heat Related Emergencies

Overexposure to the sun or heat can lead to cramps, exhaustion and even death. Proper protection is essential for preventing heat and sun related illness. Prevention is simple, effective and by far preferable to treatment. Proper prevention measures significantly reduce probability of sun related illness. The following actions in identify-

ing and reacting to the signs of heat related illness could mean the difference between life and death.

The Sun and Radiation

Over-exposure to the sun's ultraviolet rays can have detrimental effects on your skin. Here are some tips you may follow to reduce the risks of skin cancer:

- Avoid midday sun (10:00am to 4:00pm)
- Apply a waterproof sunscreen (SPF of 15 or greater)
- Wear tightly woven clothing to block the sun's UV rays
- Wear a broad brimmed hat to shadow face, neck and ears

Also keep in mind that:

- Sunlight reflected from water (lakes and ponds) and concrete increases the intensity of light on your skin
- Light cloud cover will not block or protect you from ultraviolet sunlight
- Water does not filter most ultraviolet light, thus being underwater (e.g. Snorkeling) will not protect you from the sun.

Heat Related Illness

Overexposure to heat, humidity or over exertion of the body can lead to heat related illness. This usually takes one of three forms:

Heat Cramps

Heat cramps occur most commonly in the most worked muscles after heavy exercise in the heat. A high level of humidity, recent ingestion of alcohol, or being over the age of forty may increase the likelihood of heat cramps.

Treatment for Heat Cramps

- * Remove the patient from the hot environment. Take the patient into the shade or into a cool sheltered area.
- * Have the patient sit or lie down to rest the cramping muscles.
- * The patient should attempt to gently stretch the affected muscles.
- * Encourage the patient to drink orange or tomato juice, a soft drink or a commercially available sodium balanced thirst quencher. Do not give liquids to a patient who is unconscious or not alert.
- * Remove any sweat with a damp cloth.

Notify your supervisor and the Medical Department of the incident. If this occurs away from work and the patient does not get better within 30 minutes, seek further medical attention. Dial 911 if necessary and ask for an ambulance. The paramedic dispatcher will give you further instructions.

Do not provide the patient with more water since this may further dilute the salt levels in the body. It is also not advisable to give the patient a salt water mix or salt tablets since these may have other negative effects on the patient.

Heat Exhaustion

Excessive loss of bodily fluids due to prolonged sweating, especially in a hot environment, can lead to heat exhaustion.

Symptoms of Heat Exhaustion

- * Headache
- * Fatigue
- * Vomiting
- * Nausea
- * Thirst
- * Giddiness
- * Profuse sweating

The patient is usually cold and damp to the touch and skin may appear pale.

Treatment of Heat Exhaustion

- * Remove the patient from the hot environment. Take the patient into the shade, or preferably, into a sheltered, air conditioned environment.
- * Remove any extra clothing and loosen any clothing which is tight or restrictive.
- * Urge the patient to lie down.
- * If the patient is conscious and alert, provide suitable fluids such as tomato or orange juice,

soft drinks or other commercially available sodium balanced thirst quenchers.

Notify your supervisor and the Medical Department. Further medical attention is highly recommended. If this happens away from work, dial 911 and ask for the ambulance. The paramedic dispatcher will give you further instructions.

Heat Stroke

Heat stroke occurs when the body is subjected to more heat than the body can possibly handle. Heat stroke is a serious medical condition and may lead to death without immediate emergency medical attention. In heat stroke, body temperature rises too quickly resulting in the death of body tissue. Signs to look for in a heat stroke patient include:

- Chills
- Nausea
- Vomiting
- Throbbing in the head
- Disorientation
- Slowing down of sweating

Treatment of Heat Stroke

The patient's life depends on rapid emergency medical care. Immediately notify your supervisor and the Medical Department. If this occurs away from work, dial 911 and ask for an ambulance. The paramedic dispatcher will give you further instructions. The patient's body must be cooled as rapidly as possible. Remove the patient from the hot en-

vironment and remove any excessive clothing while waiting for the ambulance.

Heat Illness Prevention

Slow down. Strenuous activities should be reduced, eliminated, or rescheduled to the coolest time of the day. Individuals at risk should stay in the coolest available place, not necessarily indoors.

Dress for summer. Lightweight, light-colored clothing reflects heat and sunlight, and helps your body maintain normal temperatures.

Put less fuel on your inner fires. Foods (like proteins) that increase metabolic heat production also increase water loss.

Drink plenty of water . Your body needs water to keep cool. Drink plenty of fluids even if you don't feel thirsty. Persons who (1) have epilepsy or heart, kidney, or liver disease, (2) are on fluid restrictive diets, or (3) have a problem with fluid retention should consult a physician before increasing their consumption of fluids.

One final reminder

Heat related illnesses can strike anyone in any occupation. The occupations from which heat related injuries are reported to Risk Management range from field security staff working outdoors in the sun to administrative staff

working indoors at a cubicle. So, remember, drink plenty of liquids to keep your body hydrated and *stay cool!*

Training Circular
TDCJ Risk Management Department
Volume 07 Number 05
May 2007

Director, Administrative Review and Risk Management
Debra Liles

Program Administrator
Risk Management
John Dunphy

Audit & Inspection Manager
Risk Management
Doug Odom

Operations Manager
Risk Management
David Scholwinski

The *Training Circular*, a publication of the Texas Department of Criminal Justice Risk Management Department, is published monthly in effort to promote and enhance risk management awareness on issues relating to TDCJ employees. Design and layout of the Training Circular is performed by David Scholwinski, Operations Manager, Risk Management. Comments, suggestions and safety related items are welcome. Send suggestions to:

David Scholwinski
Risk Management Department
1060 hwy 190 east
Huntsville, Texas 77340
or,
david.scholwinski@tdcj.state.tx.us

All items received become property of the Risk Management Department unless otherwise agreed and are subject to be rewritten for length and clarity. Permission is hereby granted to reprint articles, provided source is cited.

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF TEXAS
HOUSTON DIVISION**

STEPHEN MCCOLLUM, *et al.*,
Plaintiffs,

v.

BRAD LIVINGSTON, *et al.*,
Defendants.

§
§
§
§
§
§
§
§
§

CIVIL NO. 4:14-CV-3253

Exhibit 27

AFFIDAVIT

THE STATE OF TEXAS §
 §
COUNTY OF DALLAS §

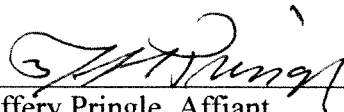
BEFORE ME, the undersigned authority, personally appeared Jeffery Pringle, known to me to be a credible person over the age of 18 years, who, being duly sworn by me, did depose and say that the following is true and correct:

“My name is Jeffery Pringle. I am of sound mind; capable of making this affidavit; and I am authorized to make this affidavit in the capacity herein stated. I am personally acquainted with the facts herein stated.

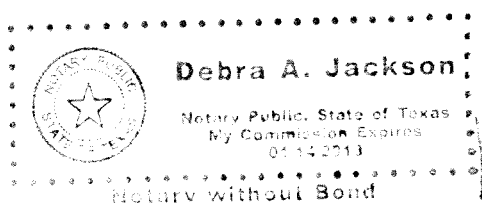
“I am employed as Warden for the Texas Department of Criminal Justice (“TDCJ”) Hutchins Unit located in Dallas, Texas, and do hereby certify that I am the custodian of records maintained in the regular course of business of the TDCJ.

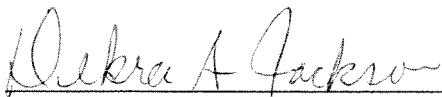
“I have reviewed the records you have requested; and hereby certify that the attached copies of documents are true and correct copies of the original records now on file in my custody. I further certify that the records attached hereto are maintained in the usual and regular course of business at the TDCJ. The entries made and/or documents created were created at or about the time of the occurrence, or reasonable soon thereafter, by an employee or representative of TDCJ with knowledge of the act, event, condition, opinion, or diagnosis reflected in the records, and that such records are maintained on each and every offender confined here.

“Attached are copies of the records requested consisting of 1053 pages and described as 1). Diagram of C7 Dorm, 2). Memo for ice process, 3). Temperature Readings from 12-17-2010 to 11-27-2012, 4). Accreditation Reports May 2010 and August 2007, 5) There are no Audio or Video Recordings, 6) Work Orders, 7) Heat Training Reviewed by Warden Pringle Prior to 7-22-11, 8) Manuals for Air Handlers, 9). Staff Identified as who Authorized Placement Location.


Jeffery Pringle, Affiant

SWORN TO AND SUBSCRIBED BEFORE ME on December 13, 2012, by the said, Jeff Pringle to certify which, witness my hand and seal of office.




Notary Public in and for the State of Texas

Post in Offender Housing

HEAT ILLNESS

DID YOU KNOW THAT IT IS A LOT EASIER TO PREVENT A HEAT RELATED ILLNESS, THAN TO TREAT A HEAT RELATED ILLNESS ?

LISTED BELOW ARE SOME PREVENTIVE METHODS FOR AVOIDING A HEAT RELATED ILLNESS

- 1. DRINK WATER PRIOR TO WORKING IN A HOT AND HUMID ENVIROMENT.**
- 2. DRINK AT LEAST A CUP OF WATER EVERY 15 MINUTES WHEN WORKING IN A HOT ENVIROMENT.**
- 3. DECREASE INTENSITY OF WORK UNDER EXTREME CONDITIONS.**
- 4. SCHEDULE WORK FOR COOLER PARTS OF THE DAY.**
- 5. WORK IN SHIFTS.**

COGNITION OF HEAT ILLNESS

HEAT EXHAUSTION

Weakness, anxiety, fatigue, dizziness, headache, nausea
Profuse sweating, rapid pulse, rapid breathing
Possible confusion or loss of coordination
May lead to heat stroke if not treated

HEAT COLLAPSE

Sudden collapse, brief duration
Skin cold and clammy
May lead to heat stroke if not treated

HEAT STROKE (EMERGENCY) Death is Imminent

Headache
Profuse sweating, chills
Unsteady gait
Incoherent speech progressing to coma
Rapid pulse
Skin hot and dry

TREATMENT AND PREVENTION

TREATMENT OF HEAT ILLNESS (ALL TYPES)

- Move person out of direct sunlight into air-conditioned environment if possible
- Remove clothing, maintaining modesty
- Have them drink water if conscious
- Sprinkle water on them; fan them if there is no breeze
- Get medical attention ASAP

HIGHER RISK FOR HEAT ILLNESS

- Newly assigned to job
- On psychiatric medications
- Over age 60
- High temperature and humidity conditions
- No breeze

PREVENTION OF HEAT ILLNESS

- Drink at least 1 cup of water every 15 minutes when working in hot environments
- Take a 5 minute break every 30-60 minutes
- Decrease intensity of work under extreme conditions

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF TEXAS
HOUSTON DIVISION**

STEPHEN MCCOLLUM, *et al.*,
Plaintiffs,

v.

BRAD LIVINGSTON, *et al.*,
Defendants.

§
§
§
§
§
§
§
§
§

CIVIL NO. 4:14-CV-3253

Exhibit 28

AFFIDAVIT

THE STATE OF TEXAS §
 §
COUNTY OF DALLAS §

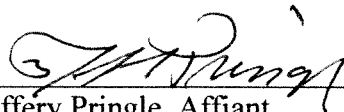
BEFORE ME, the undersigned authority, personally appeared Jeffery Pringle, known to me to be a credible person over the age of 18 years, who, being duly sworn by me, did depose and say that the following is true and correct:

“My name is Jeffery Pringle. I am of sound mind; capable of making this affidavit; and I am authorized to make this affidavit in the capacity herein stated. I am personally acquainted with the facts herein stated.

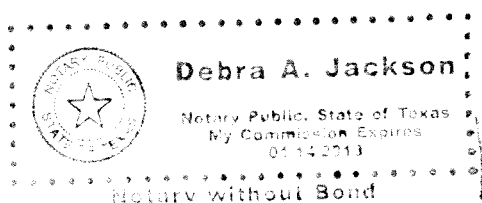
“I am employed as Warden for the Texas Department of Criminal Justice (“TDCJ”) Hutchins Unit located in Dallas, Texas, and do hereby certify that I am the custodian of records maintained in the regular course of business of the TDCJ.

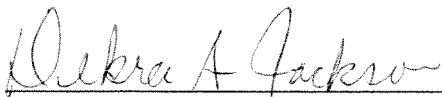
“I have reviewed the records you have requested; and hereby certify that the attached copies of documents are true and correct copies of the original records now on file in my custody. I further certify that the records attached hereto are maintained in the usual and regular course of business at the TDCJ. The entries made and/or documents created were created at or about the time of the occurrence, or reasonable soon thereafter, by an employee or representative of TDCJ with knowledge of the act, event, condition, opinion, or diagnosis reflected in the records, and that such records are maintained on each and every offender confined here.

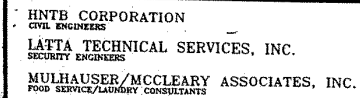
“Attached are copies of the records requested consisting of 1053 pages and described as 1). Diagram of C7 Dorm, 2). Memo for ice process, 3). Temperature Readings from 12-17-2010 to 11-27-2012, 4). Accreditation Reports May 2010 and August 2007, 5) There are no Audio or Video Recordings, 6) Work Orders, 7) Heat Training Reviewed by Warden Pringle Prior to 7-22-11, 8) Manuals for Air Handlers, 9). Staff Identified as who Authorized Placement Location.


Jeffery Pringle, Affiant

SWORN TO AND SUBSCRIBED BEFORE ME on December 13, 2012, by the said, Jeff Pringle to certify which, witness my hand and seal of office.




Notary Public in and for the State of Texas

[illegible]

Date: 15-FEB-1984
Project No. 9332-00
Sheet Title: BUILDING'S A,B,C
HOUSING-
ARCHITECTURAL
Drawing No. A201



1 FLOOR PLAN

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF TEXAS
HOUSTON DIVISION**

STEPHEN MCCOLLUM, *et al.*,
Plaintiffs,

v.

BRAD LIVINGSTON, *et al.*,
Defendants.

§
§
§
§
§
§
§
§
§

CIVIL NO. 4:14-CV-3253

Exhibit 29

AFFIDAVIT

THE STATE OF TEXAS §
 §
 COUNTY OF DALLAS §

BEFORE ME, the undersigned authority, personally appeared Jeffery Pringle, known to me to be a credible person over the age of 18 years, who, being duly sworn by me, did depose and say that the following is true and correct:

"My name is Jeffery Pringle. I am of sound mind; capable of making this affidavit; and I am authorized to make this affidavit in the capacity herein stated. I am personally acquainted with the facts herein stated.

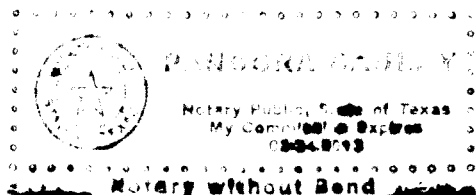
"I am employed as Warden for the Texas Department of Criminal Justice ("TDCJ") Hutchins Unit located in Dallas, Texas, and do hereby certify that I am the custodian of records maintained in the regular course of business of the TDCJ.

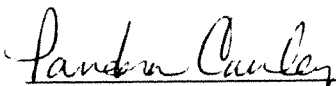
"I have reviewed the records you have requested; and hereby certify that the attached copies of documents are true and correct copies of the original records now on file in my custody. I further certify that the records attached hereto are maintained in the usual and regular course of business at the TDCJ. The entries made and/or documents created were created at or about the time of the occurrence, or reasonable soon thereafter, by an employee or representative of TDCJ with knowledge of the act, event, condition, opinion, or diagnosis reflected in the records, and that such records are maintained on each and every offender confined here.

"Attached are copies of the records requested consisting of 33 page and described as 1). Inspection Log (AD-84 form) C5-8 Bldg July 1, 2011 to July 31, 2011.


 Jeffery Pringle, Affiant

SWORN TO AND SUBSCRIBED BEFORE ME on February 19, 2013, by the said, Jeff Pringle do certify which, witness my hand and seal of office.




 Notary Public in and for the State of Texas

INSPECTION LOG

Location: <u>MT</u>	Department/Area of Responsibility: <u>C2 5-8</u>	Phone: <u>6397</u>
---------------------	--	--------------------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/31/11	0630	C5 Dorm	#2 tools not stepped up #7's	Self Help		
		C1 Dorm	side stepped up	Self Help		
		C7 Dorm	#7 side cell with better don't cut	Self Help		
		C5 Dorm	no deficiency			
		C5 Dorm	to put into better don't want to show	Self Help		
7/31/11	1500	C5-8 Dorm	no new deficiencies			
7-31-11	2255	Mech-Purpose Rm	Big hole in the wall	PR		
			— wall paneling at the bottom is peeling off.	PR		

Indicate areas inspected by noting ☒ Doors ☒ Electrical ☒ Fencing ☒ Lighting ☒ Plumbing ☒ Structural ☒ Ventilation ☒ Windows

☐ Other: _____

☐ Safety Hazard Present

Inspected by:

S. Lewis / M. McKeel and / Angela 30

AMDA SWK

AD-84 (rev. 11/07)

Already
AD-10.20
Lead 8/11/11

INSPECTION LOGLocation: C5-8DownsDepartment/Area of Responsibility: 1st SecurityPhone: 63971

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/30/11	0645	Down 5	#3 toilet is not working - several lights are out	Self Help		
		Down 6	- #2 toilet is not working - no fan in down	Self Help		
		Down 7	- 1 v 3 v 4 shower cut off quite	Self Help		
			#4 sink hot water #5 cold water in sink			
7/30/2011	1430	C5-8 Building Down 8	No other deficiencies found. #3 urinal don't work #1 urinal don't flush & is not discolored.	Self Help		

Indicate areas inspected by noting ☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Safety Hazard Present

7-30-11

2230

☐ Other:No new deficienciesInspected by: W. Jones / S. JonesW. Jones / S. Jones

AD-84 (rev. 11/07)

At Down
AD-16-20
Rec'd 6/11

INSPECTION LOG

Location: C2 S-8	Department/Area of Responsibility: Security	Phone: 6597
------------------	---	-------------

Date	Time	Specific Location of Deficiency (Equipment CMM/STD #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only	
				Work Order Number	Date Issued / Priority
7/29/11	0700	down 5	10 lights out in the ceiling Hot pot is very loose #3 toilet stop up	Self Help	
		down 6	5 lights out in the ceiling #1 toilet w/ the floor out #2 toilet stop up		
		down 7	Hot pot is loose 6 lights out in ceiling 5 lights out in bathroom Hot pot is loose		
		down 8	2 lights out in ceiling #2 toilet is loose / Hot pot is loose		

Indicate areas inspected by noting ☒ Doors ☒ Electrical ☒ Lighting ☒ Plumbing ☒ Structural ☒ Ventilation ☒ Windows

7-29-11 1455 No new deficiencies
7-29-11 2500 No new deficiencies

Inspected by:

AD-84 (rev. 11/07)

Alvord
AD1020
Rec'd 8-1-11

INSPECTION LOGLocation: ES-90Department/Area of Responsibility: WILSONPhone: 12897

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/20/11	0630	Room 7	Sink S.O. hardware installation	Self-Rep		
7/20/11	0621	Room 7	door handle			
7/20/11	0700	Room 7	toilet 1 ceiling (Plum bottom)			
7/20/11	0701	Room 7	toilet 2 ceiling (Plum bottom)			
7/20/11	0730	Room 6	Sink 1 no cold water			
7/20/11	0739	Room 5	toilet 3 stopper			
7/20/11	1432	Room 5	toilet faucet seats			
7/20/11	2254	CS-8	Number of emergency showers			

Indicate areas inspected by noting ☒ ☐☒ Doors☒ Electrical☒ Painting☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety HazardInspected by: William J. RobinsonWilliam J. RobinsonWilliam J. Robinson

AD-84 (rev. 11/87)

INSPECTION LOG

Location:

C3131dq

Department/Area of Responsibility:

Security

Phone:

4399

Dorms

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/27/11	1030	C3131dq Dorm 5	#3 toilet can't be flush	PR		
7/27	1030	Letdown	Some lights not functioning	Substep		
7/27	1030	7Dorm	Some lights not in ceiling			
7/27	1030	8Dorm	General light not working			
7/27	1500	SS-800000000	The ceiling			
7-27-11	2030	SS-800000000	Fire detector not working	PR		
		SS-800000000	Heard an open bunk (b3-46)	PR		

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Window☐ Other:☐ Safety Hazard Present

Inspected by:

I. Griffin, CD4

Hanson, CD3

C. Francis, CD4

AD-84 (rev. 11/07)

Approved
AD-10-20 7/28/11
Rec'd

2023

Phone: 68917

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/26/11	0650	C5 - Dorm	(TV) sound in out	Not AD84	1506	
		C5 - Dorm	lights out #9	Self Help		
7/26/11	0655	C6 - Dorm	lights out #4			
7/26/11	0708	C7 - Dorm	lights out #5			
7/26/11	0708	C8 - Dorm	#2 pistol stop up			
7/26/11	0708	C8 - Dorm	lights out #1			
7/26/11	1520	C5 - Dorm	Smoke detection not working			
7/26/2011	1620	C9 Dorm Hall	Hall Missing in the clock area			
7-26-11	0800	C2 Bldg	Same as above			

☐ Safety Hazard Present

☐ Other:

	<input checked="" type="checkbox"/> 1st	<input type="checkbox"/> Other:
Johnson W.	[Signature]	
C. J. [unclear] and [unclear]	[Signature]	
Brownell		[Signature]

AD-84 (rev. 11/67)

Albion
AD 16, 20
Rec'd 7/28/11

INSPECTION LOG

Location: E2 Building Department/Area of Responsibility: 1st shift Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
07/25/11	0630		(5) Dorm is o/c			
07/25/11	0630		(6) Dorm #1 #4 toilet are stopped up. Has only one fan.	Self Help		
07/25/11	0630		(7) Dorm is o/c			
07/25/11	0630		(8) Dorm is o/c No new appliances, ordered.			
07-25/11	2230	NO NEW DEFICIENCY TO REPORT AT THIS TIME				

Indicate areas inspected by noting ☒ CE BLK DOORS

☒ Electrical

☒ Fencing

☒ Signage

☒ Plumbing

☒ Structural

☒ Ventilation

☒ Windows

☐ Other:

Inspected by: D. McCarter

McCarte

386:2:2:2:2:2

☐ Safety Hazard Present

RECEIVED JUL 26

AD-84 (rev. 11/07)

AD 10.70

INSPECTION LOG

Location: C2 Bldg Department/Area of Responsibility: Security Phone: 6597

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only	
				Work Order Number	Date Issued - Priority
7-24-11	0718	C5 Dorm	None		
7-24-11	0738	C6 Dorm	None		
7-24-11	0743	C7 Dorm	None		
7-24-11	0802	C8 Dorm	URINAL #1 IS NOT WORKING URINAL #2 IS NOT WORKING URINAL #1 & 2 STOP WORKING		
7-24-11	1430				
7-24-11	2230				

Indicate areas inspected by noting ☒ ☐ Doors☒ Electrical☐ Fencing☐ Lighting☒ Plumbing☐ Structural☐ Ventilation☐ Window☐ Other: _____☐ Safety Hazard Present

Inspected by: _____

Bishop, C. 03 / 24 / 11
 34544

RECEIVED JUN 25

AD-84 (rev. 11/07)

Assembly
 AD-10.60

INSPECTION LOG

Location:	KJ	Department/Area of Responsibility:	C-6-8 Power	Phone:	6397
-----------	----	------------------------------------	-------------	--------	------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/23/10	1430	C6 Dorm	42 sink stopped up at 4 tier don't work	Self Help		
		C6 Dorm	103 window won't close	Self Help		
		C6 Dorm	#3 sink don't work #2 shower door work	Self Help		
		C6 Dorm	44 sink don't work	Self Help		
7/23/11	1431	No New deficiencies found		Self Help		
C6-23-1	2250	7-dorm	No New deficiencies at this time some debris on fence wire are missing	Self Help		

Indicate areas inspected by noting ☒ Electrical☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety Hazard Present

Inspected by: I. Davis

Diets and. / Homan

J. S. Sells

AD-84 (rev. 11/07)

RECEIVED JUN 25

Adenly
AD 16.10

INSPECTION LOG

Location: Hutchins Department/Area of Responsibility: C2 Rover Security 6397 Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/22/11	0645	C5 - Dorm	#3 toilet not working as intended, few sink buttons stuck	Self Help		
7/22/11	0700	C6 - Dorm	Few overhead lights out	Self Help		
7/22/11	0711	C7 - Dorm	Few sink buttons stuck	Self Help		
7/22/11	0720	C8 - Dorm	overhead lights out #3 toilet not working	Self Help		
7/22/11	2300		One sink light is out			
7/22/11	1930		Same AS Above			

Indicate areas inspected by noting ☒ Electrical☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Window☐ Other:☐ Safety Hazard PresentInspected by: MattoxSt / Laurel andTakuma

RECEIVED JUN 25

AD-84 (rev. 11/07)

Albenly
AD-10.10

Page

Indicate areas inspected by noting [X]

☒ Doors

70.

Electrical
new

Defica

encing
ence

24

Q

Clumping

☒ ~~Stu~~ ☐

Structural Engineering

AVCoulatti

☒ WT

Windows

Inspected by:

Triffin, C. B. / ~~DeWitt~~ 2nd / Ret-Gen

RECEIVED JUN 25

☐ Safety Hazard Present

AD-84 (rev. 11/07)

Album
AD-10.00
ordered
ordered

INSPECTION LOG

Location:	C5-8 Bldg	Department/Area of Responsibility:	1st Shift Security	Phone:	6397
-----------	-----------	------------------------------------	--------------------	--------	------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work-Order Number	Date Issued	Priority
07-20-11	0630	C5-Dorm	Toilet #3 out of order. One light out in the Day Room			
		C6-Dorm	Shower #2 runs always. One light out in the Rest Room.			
		C7-Dorm	Sink #6 & #8 out of order			
			Urinal #1 out of order			
7/20/11	2230	C8-Dorm	Shower #1 & 2 are running out hot water. Urinal #3 over flows.			
7/20	1500	Rec Sully Per	1 light out			
7/20	1500		No water at the Rec. Yard.			

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:

Inspected by:

[Signature]
[Signature]
[Signature]

☐ Safety Hazard Present

RECEIVED JUN 25

AD-84 (rev. 11/07)

AD-84 (rev. 11/07)

AD-84 (rev. 11/07)

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only	
				Work Order Number	Date Issued Priority
7-13-11	0650	C-5 Dorm	9 Lights out in Dorm #5	Self help	
7-19-11	0655	C-6 Dorm	5 Lights out Dorm #6	Self help	
7-19-11	0656	A-5 Dorm	toilet not flushing	PR	
7-19-11	0700	A-7 Dorm	5 Lights out Dorm #7	Self help	
7-19-11	0712	A-8 Dorm	2 Lights out Dorm #8	Self help	
7/19/2011	1520	Boiler Shop C-8	Leaking from the well		
7-19-11	2345	C-5 Hall	Clean all ceiling fans	PR	
		C-8	Leaking & heavy dust		

☒ Windows

RECEIVED JUL 20

Aldermly
AD-10.20

INSPECTION LOG

Pg 1 of 2

Location: C5-8 Hdg Department/Area of Responsibility: Security Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
07/18/11	0630	C5-bow	Light out	Self help		
			Hot water hose in the neck	PR		
			#3 toilet not working	PR		
			Electrical conduit for TV loose	Self help		
07/18/11	0630	C6-bow	Light out	Self help		
			#3 toilet seat loose	Self help		
07/18/11	0630	C7-bow	#2 toilet seat loose	Self help		
			#3 sink running water	Self help		
07/18/11	0630	C8-bow	#8 sink running	Self help		
			#3 toilet loose from base	Self help		
			#1 Urinal not working	Self help		
07/18/11	1430	C5-8 Down	No other deficiencies found.			
07/18/11	2230	C5-8 Down	No new deficiencies			

Indicate areas inspected by noting ☒ EI ☒ Doors ☒ Electrical ☒ Fencing ☒ Lighting ☒ Plumbing ☒ Structural ☒ Ventilation ☒ Windows

☐ Other: _____

☐ Safety Hazard Present

Inspected by:

Wendell / Wendell

AD-84 (rev. 11/07)

RECEIVED JUL 19

Adm only
AD-10,20

Page 2

6397

[illegible]

☒ Windows

☐ Safety Hazard Present

Albany

RECEIVED JUL 19

INSPECTION LOG

Location: H-5 Department/Area of Responsibility: CS-8 Det Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMEMS/ID #, Cell #, Room #)	Description of Deficiency	When-Where-By-Who	
				Work Order Number	Date Assigned Priority
7/17/2011	0840	CS Shower	Water won't turn off on the shower.	N/E-I	
7/17/2011	0857	CS Shower	Water keeps running on the shower. One of the hot water knobs is broken and leaks water so bad.	N/E-I	
7/17/11	1520	CS #2 (TV)	Volume is out	Not Addressed	
7/17/11	1526	CC 1010A	Water coming up	N/E-I	
7/17/11	1536	CC Shower	Shower stays on over floor	N/E-I	
7/17/11	1533	CC Unit			
7/17/11	2300	CS-8	No new deficiency	N/A-I	

Indicate areas inspected by noting ☒ Doors

☐ Other:

☐ Electrical

☐ Fencing

☐ Lighting

☐ Plumbing

☐ Structural

☐ Ventilation

☐ Windows

Inspected by:

Rubalcava

Joseph Rubalcava

☐ Safety Hazard Present

AD-84 (rev. 11/07)

RECEIVED JUL 18

Albuquerque
AD-1020

6397

HH

[illegible]

Windows

☐ Safety Hazard Present

Arbomly

RECEIVED JUL 18 1964

Albany
Ad 10, 20

INSPECTION LOG

Location: C5-8 614		Department/Area of Responsibility: C5-8 dorm		Phone: 6397	
Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only	
				Work Order Number	Date Assigned
7/15/11	0630	C5-dorm	The dormon fluorescent light (6) is out need fixing and also the restroom light (2) is out need fixing. Toilet (4) is broken need fixing.	Self Help	
7/15/11	0640	C6-dorm	The dormon fluorescent light (4) is out need fixing and also the restroom (5) is out need fixing. Shower (2) need stoppage on the water.	Self Help	
7/15/11	0650	C7-dorm	The dormon fluorescent light (4) is out need fixing and also the restroom light (5) is out need fixing. Toilet (2) is broken need fixing.	Self Help	
7/15/11	0700	C7-dorm	The dormon fluorescent light (2) is out need fixing.	Self Help	
7/15/11	0710	C8-dorm	The dormon fluorescent light (2) is out need fixing.	Self Help	
7/15/11	0720	C8-dorm	The dormon fluorescent light (2) is out need fixing.	Self Help	

Indicate areas inspected by noting ☒ Electrical ☒ Plumbing ☒ Structural ☒ Ventilation ☒ Windows☐ Other:Inspected by: *[Signature]**[Signature]*☐ Safety Hazard Present

RECEIVED

AD-84 (rev. 11/07)

A Womby
AID 10.12

INSPECTION LOG

Location:	C5-8	Department/Area of Responsibility:	Security	Phone:	6397
-----------	------	------------------------------------	----------	--------	------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-14-11	0638	Room 7	light fixture in room 7 is not working	Self Help		
7-14-11	0638	Room 8	light fixture in room 8 is not working	PR		
7-14-11	0648	Room 6	light fixture in room 6 is not working	PR		
7-14-11	0652	Room 5	light fixture in room 5 is not working	Self Help		
7-14-11	0703	Room 4	light fixture in room 4 is not working	PR		
7/14/11	1433	Barbar Shop	Sink is leaking water			
07-14-11	2310		Also need to replace sink at this time			

Indicate areas inspected by noting ☒ Doors ☒ Electrical ☒ Fencing ☒ Lighting ☒ Plumbing ☒ Structural ☒ Ventilation ☒ Windows

☐ Other: _____

☐ Safety Hazard Present

Inspected by: Colleen

Dianna and / Jennifer

RECEIVED JUL 15

AD-84 (rev. 11/07)

Abdormly
AD-1020

INSPECTION LOGLocation: UG-8 Department/Area of Responsibility: Security Phone: 42397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Work Order Number	Date Issued	Priority
7-13-11	0638	down 8	electrical phase late down	PR		
7-13-11	0638	down 7 C8	electrical sink, 5 minutes sink	PR		
7-13-11	0644	down 8	electrical #1 shower runs const.	PR		
7-13-11	0650	down 8 C8	electrical #2 shower runs const.	PR		
7-13-11	0705	down 8	no light out outside area	PR		
7-13-11	0710	down 8	no light out outside area	PR		
7-13-11	1439	down 8	no new deficiencies found	PR		
7-13-11	2030	down 8	no new deficiencies found	PR		

Indicate areas inspected by noting ☒ Doors☐ Other:☐ Electrical☐ Fencing☐ Lighting☐ Plumbing☐ Structural☐ Ventilation☐ Windows☐ Safety Hazard PresentInspected by: ColleenStef

RECEIVED JUL 15

AD-84 (rev. 11/07)

Aldorinsky
AD-1070

INSPECTION LOGLocation: C5-8 Department/Area of Responsibility: Security Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-12-11	0634	down 5	Rightmost tail 230 log down in 2	Self help		
2-11	0641	down 6	Light about shower down in 4	Self help		
7-12-11	0647	down 7	Light about sink 4, 5 now set all light about in stream sink 3, 4 in the room about 4	Self help		
7-12-11	0700	down 8	Leak of pipe into building	Self help		
07-12-11	1430	C5-8	Light about shower in stream			
07/12/11	2245	C5-8	No new deficiencies			
			No new deficiencies			

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☐ Fencing☐ Lighting☐ Plumbing☐ Structural☒ Ventilation☒ Windows☐ Other: _____☐ Safety Hazard PresentInspected by: Colleen O'Neil / NGMABT and Stephen

AD-84 (rev. 11/07)

INSPECTION LOG

Location:

A. Kelly

Department/Area of Responsibility: C2 Room

Phone:

4-347

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
6/17/2010	0800	15-dorm fence wire cut.	Push (wire labeled frayed)	NO TO Repair		
		toilet # NOT WORKING		NEI		
		SINK IS NOT WORKING		Self help		
		Check electrical box in Sene area		NO P		
6/17/11	0810	Diagnose COULD				
		NO NO NO NO NO				
		SHOWER RACK CONTAINERS				
6/17/11	0830	SINK & SINK DIAL		NEI		
		SHOWER RACK CONTAINERS		Self help		
6/17/11	1430	Metal stripping pulled up.		NEI		
		18-dorm (EL) electrical box live wires		NO P		

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety Hazard Present

Inspected by:

A. Kelly & Dan F. [Signature]

AD-84 (rev. 11/07)

RECEIVED JUN 1

A. Kelly
AD-10,20

INSPECTION LOG

Location:	45-8	Department/Area of Responsibility:	Security	Phone:	16397
-----------	------	------------------------------------	----------	--------	-------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-10-11	0632	down 8	3 lights above cell 3 main hall 8, main #1 shower run. const.	DR		
7-10-11	0636	down 7	Slight leak in bathroom sink 3, water in shower 3	NOT	6-20-11	3 B
7-10-11	0643	down 5	plug in sink toilet 3, plugged shower 3	NOT		
7-10-11	0651	down 6	plug in from main sink 2, 25, 26 shower 2	11-5481	7-12-11	3 B
7-10-11	15:25	Sanitor Closet	celling of wall Per d/o			
7-10-11	22:30	Down (5-8)	4th floor deficiency	11-5480	7-12-11	3 B
		Down 7	#4 toilet stepped up in line	11-4988	6-22-11	3 B
		8 down	#2 shower run. const.			

Indicate areas inspected by noting ☒ Doors☐ Other:☐ Electrical☐ Fencing☐ Lighting☐ Plumbing☐ Structural☐ Ventilation☐ Windows☐ Safety Hazard Present

Inspected by:

C. C. C.

J. C. C.

C. C. C.

C. C. C.

C. C. C.

AD-94 (rev. 11/07)

RECEIVED JUL 12

Alboranly
AD-10-20

INSPECTION LOG

Location: <u>C5-8 Bay</u>	Department/Area of Responsibility: <u>1st Shift Security</u>	Phone: <u>UGA7</u>
---------------------------	--	--------------------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-9-11	0450	Dorm 5	toilet #3 stopped 4 lights out	Self Help PR		
7-9-11	0705	Dorm 6	Shower #2 runs non stop toilet #1 leaks around base	PR PR		
7-9-11	0715	Dorm 7	2 lights out in classroom Sink #4 don't work	PR PR		
7-9-11	0730	Dorm 8	Sink #3 runs non stop Sink #1 Hot water button don't work	PR PR		
7-9-11	1430	Dorm 8	Shower #1 runs non stop 2 lights out in classroom	PR PR		
7-9-11	2233	C5-8	Sink #8 runs non stop Same observation	PR NGL		

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety Hazard PresentInspected by: ThorntonOdakaSafety

RECEIVED JUL 11

AD-84 (rev. 11/07)

Auburn
AD-10.20

INSPECTION LOG

Location: C5-8 Department/Area of Responsibility: 1st shift security Phone: 6387

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-8-11	0700	to 1st 3 C5	stopped	Self Help		
7-8-11	0730	C5 Dayroom	Fen Lights out	PR		
7-8-11	0745	C6 Dayroom	Fen Lights out	PR		
7-8-11	0755	C7 Dayroom	Fen Lights out	PR		
7-8-11	0805	C8 Dayroom	Fen Lights out	PR		
7-8-11	0810	Rec Water Fk in Broken	Fen Lights out	PR		
7/8/11	1430	AR Barms	No new deficiencies observed			
7/8/11	2230	C5-8	Aluminum deficiency			

Indicate areas inspected by noting ☒

☒ Doors

☒ Electrical

☒ Fencing

☒ Lighting

☒ Plumbing

☒ Structural

☒ Ventilation

☒ Windows

☐ Other: _____

☐ Safety Hazard Present

Inspected by: P. Normy'st

0815 AM

K. Russell

[Signature]

[Signature]

[Signature]

AD-84 (rev. 11/07)

RECEIVED JUL 11

AD-1620

INSPECTION LOG

Location: H 5 Department/Area of Responsibility: 15-8 Phone: 6399

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-07-11	0630	15-8 Dorms	#5 dorm no deficiencies			
			#111 workable			
			#22 dorms all working			
			#3 dorms all working			
7-7-11	1600		No new deficiency			
7-7-11	2230		No new deficiency			

Indicate areas inspected by noting ISI

☒ Doors☐ Electrical☒ Fencing☐ Lighting☒ Plumbing☐ Structural☒ Ventilation☐ Windows☐ Other:Inspected by: 15-8 Admiral Quintana Quintana

AD-84 (rev. 11/07)

RECEIVED JUL 08

[illegible]

McCollum 01701

[illegible]

AD40-20

INSPECTION LOG

Pg 1 of 2

Location:	C7	Department/Area of Responsibility:	05-4-10-000	Phone:	6397
-----------	----	------------------------------------	-------------	--------	------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/4/11	0630		CS 8 Door lights out, 2 Bathroom lights out CS 3 Toilet stopped up CS 6 Fan missing, 2 Door lights out, 4 Bathroom lights out, 5 Sink hot water CS 5 100w lights out, 1 Bathroom light out, 4 Sink hot water, 4 Sink hot water running, 8 Sink hot water, 4 Toilet lease at base, 5 Door 2 lights out PR	Self help		
7/4/11	1430		PR	PR		
7/4/11	2230	600m C6	PR #2 Sink water running low #3 toilet inop	PR	11-4937	6-15-11

Indicate areas inspected by noting ☒ Doors ☐ Electrical ☐ Fencing ☐ Lighting ☒ Plumbing ☐ Structural ☒ Ventilation ☐ Windows

☐ Other: _____

☐ Safety Hazard Present

Inspected by: *S. Garcia*

441 Obenada 3rd

RECEIVED

2011 06

AD-10-20

65262

[illegible]

Albermarly
AD. 10. 20

INSPECTION LOG

Location: CS-8 Department/Area of Responsibility: CS Doors Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7/3/11	0645	5	#3 Overhead light out Hot water dispenser broken Hot water dispenser repairs	PR		
7/3/11	0645	6	Hot water dispenser broken Hot water dispenser repairs	PR		
7/3/11	0645	7	Hot water dispenser broken Hot water dispenser repairs	PR		
7/3/11	0645	8	Hot water dispenser broken Hot water dispenser repairs	PR		
7/3/11	0645	5,6,7,8	no ventilation in dome exterioring not in dome	PR		
7-3-11	1550	CS-8	No New Deficiency	Not Applicable	Issue	

Other areas inspected by noting ☒ Doors ☐ Electrical ☐ Fencing ☐ Lighting ☐ Plumbing ☐ Structural ☐ Ventilation ☐ Windows

Inspected by:

[Signature] COS / Mgr / AGRO 3rd
[Signature] can / safe

☐ Safety Hazard Present

AD-84 (rev. 11/07)

RECEIVED
AD-10,20

INSPECTION LOG

Location: C-5-8



Department/Area of Responsibility: 1st Shift Security

Phone: 6397

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
07-02-11	0630	C5-Dorm	Toilet #3 out of order One light out of order in Rest Room.	PR		
		C6-Dorm	One fan out in the Dorm. Three lights out in the Rest Room.	PR		
		C7-Dorm	One light out in the Rest Room	PR		
		C8-Dorm	Shower #1 is still running out water	PR		
7/2/11	1430	C5-8 dorms	Same as above			
12/11	2230	C-5-8 dorms	Sum as above			

Indicate areas inspected by noting ☒ Doors☒ Electrical☒ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety Hazard Present

Inspected by:

Garage/Suah / Harley



AD-84 (rev. 11/07)

RECEIVED
JUL 05

AD10-20
 Assembly

INSPECTION LOG

Location:	CS-8	Department/Area of Responsibility:	1st Shift Security	Phone:	6399
-----------	------	------------------------------------	--------------------	--------	------

Date	Time	Specific Location of Deficiency (Equipment CMMS/ID #, Cell #, Room #)	Description of Deficiency	Maintenance Use Only		
				Work Order Number	Date Issued	Priority
7-1-11	0700	Dorm 5	Several lights out in day room	PR		
7-1-11	0705	Dorm 6	Light #3 don't work	PR		
7-1-11	0710	Dorm 7	Several lights out in day room	PR		
			Light out on left side of restroom	Self Help		
			Several lights out in day room	PR		
			Sink #16 runs more & stop	PR		
7-1-11	0720	Dorm 8	Several lights out in day room	PR		
7-1-11	1445	Mop Closet	Drain is clogged	Self Help		
7-1-11	1445	Dorm 8	Door stays locked	PR		
7-1-11	2345	CS-66Dorms	Clean all ceiling fans	PR		

Indicate areas inspected by noting ☒☒ Doors☒ Electrical☐ Fencing☒ Lighting☒ Plumbing☒ Structural☒ Ventilation☒ Windows☐ Other:☐ Safety Hazard Present

Inspected by: Thornton / Clay / G. Trussett, 3rd

Sgt. [Signature]

RECEIVED JUL 11 11 05

AD-84 (rev. 11/07)

AD-1020

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF TEXAS
HOUSTON DIVISION**

STEPHEN MCCOLLUM, *et al.*,
Plaintiffs,

v.

BRAD LIVINGSTON, *et al.*,
Defendants.

§
§
§
§
§
§
§
§
§

CIVIL NO. 4:14-CV-3253

Exhibit 30

BUSINESS RECORDS DECLARATION OF
MICHAEL MACKEY, WARDEN

"I am over 21 years of age, of sound mind, capable of making this declaration, and personally acquainted with the facts herein stated.

"I am the custodian of records for the Hutchins State Jail of the Texas Department of Criminal Justice ("TDCJ"). Attached are true and correct copies of various heat- related Inter-Office Communications and Emails from the Hutchins unit sent during July, August, and September of 2011, records which are kept by the TDCJ in the regular course of its business activity. The entries of such records were made as a regularly conducted activity and a regular practice of the TDCJ, and were made at or near the time of the occurrence of the matters set forth by, or from information transmitted by, a person with knowledge of those matters."

"My name is Michael Mackey, and I am an employee of the TDCJ, a governmental agency. I am executing this declaration as part of my assigned duties and responsibilities. I declare under penalty of perjury that the foregoing is true and correct."

Executed in Dallas County, State of Texas, on the 11 day of December, 2015.

A handwritten signature in black ink, appearing to read "Michael Mackey", is written over a horizontal line.

Michael Mackey, Senior Warden
Hutchins State Jail
Texas Department of Criminal Justice

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
Correctional Institutions Division
Inter-Office Communications
Hutchins Unit

To: Maj. T. May

Date: 7/12/2011

From: R. Storie URMCC

Subject: Igloo cooler temps

Coolers in the offender dorms have been checked for temperatures beginning at 2:00 PM through 3:00 PM.

A-1	75	
A-4	EMPTY	LID OFF
A-5	EMPTY	
A-8	77	
B-1	75	
B-4	77	
B-5	EMPTY	
B-8	EMPTY	
C-1	76	
C-4	EMPTY	
C-5	75	
C-8	75	
D-1	76	
D-4	EMPTY	
E-1	80	
E-4	EMPTY	LID OFF
F-1	EMPTY	
F-4	EMPTY	

The water temps from the Offender lavatories (cold tap) are 85 deg. F.
Water temps from sink in Officer restroom is 83 deg F.
Water temp from Barbershop sink is 87deg F.

Outside temperature on the Hutchins Unit at 3:00 PM is 103 deg. F.

**UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF TEXAS
HOUSTON DIVISION**

STEPHEN MCCOLLUM, *et al.*,
Plaintiffs,

v.

BRAD LIVINGSTON, *et al.*,
Defendants.

§
§
§
§
§
§
§
§
§

CIVIL NO. 4:14-CV-3253

Exhibit 31

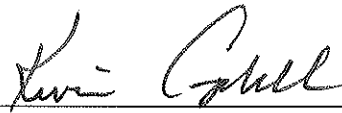
DECLARATION OF KEVIN CAMPBELL

“I am over 21 years of age, of sound mind, capable of making this declaration, and personally acquainted with the facts herein stated.

“I am a custodian of records for the Monitoring and Standards Department of the Administrative Review and Risk Management Division, a part of the Texas Department of Criminal Justice (“TDCJ”). Attached are true and correct copies of Hutchins State Jail Unit Level Operational Reviews from 2010 to 2013, Hutchins State Jail Division Level Operational Reviews for 2011, and Hutchins State Jail Division Level Follow-Up Reviews for 2011. These records are kept by the TDCJ in the regular course of its business activity. The entries of such records were made as a regularly conducted activity and a regular practice of the TDCJ, and were made at or near the time of the occurrence of the matters set forth by, or from information transmitted by, a person with knowledge of those matters.

“My name is Kevin Campbell and I am an employee of the TDCJ, a governmental agency. I am executing this declaration as part of my assigned duties and responsibilities. I declare under penalty of perjury that the foregoing is true and correct.”

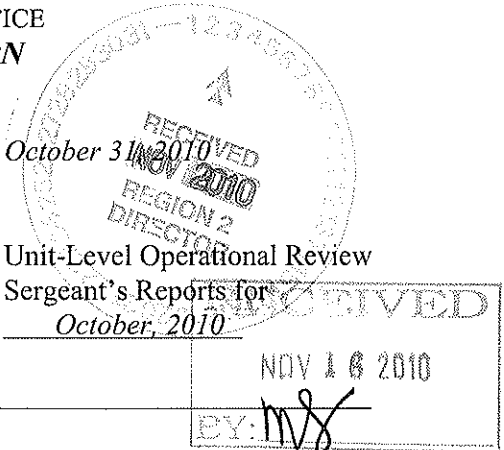
Executed in Walker County, State of Texas, on the 15 day of June, 2016.



Kevin Campbell
Manager, Monitoring & Standards
Administrative Review & Risk Management
Texas Department of Criminal Justice

ATTORNEYS EYES ONLY

Attachment B

TEXAS DEPARTMENT OF CRIMINAL JUSTICE
INTER-OFFICE COMMUNICATION**TO:** *Tim Ault*
Monitoring and Standards**DATE:** *October 31, 2010***FROM:** *Tim Jones*
Operational Review Sergeant
Hutchins State Jail (Unit)**SUBJECT:** Unit-Level Operational Review
Sergeant's Reports for
October, 2010

Attached are unit-level reviews conducted for the following functional areas:

REVIEWS SCHEDULED:**COMPLETED:**

Environmental Branch
Maintenance
Manufacturing & Logistics
Offender Grievance
Risk Management

October 26, 2010
October 26, 2010
Non Manufacturing Unit
October 21, 2010
October 22, 2010

ELECTIVE – OUTSTANDING ACTION PLANS REVIEWED: COMPLETED:

Armory # 2.04
Armory #2.06
Armory #2.10
Agribusiness #13.01
Unit Commissary #16.02
Unit Commissary #16.08

October 15, 2010
October 10, 2010
October 10, 2010
September 17, 2010
September 11, 2010
September 11, 2010

COORDINATION:

• Warden: JEFF PRINGLE, WARDEN
(Print Name)

[Signature] 11-2-10
(Signature/Date)

Comments: Facilities Maintenance Corrective Action 15.03H (b). Technician Baker immediately presented "zero balance" RS-249 forms to Maintenance Supervisor Mr. Pugh for signature. Mr. Baker will present completed RS-249 forms to Mr. Pugh on the day/date Cylinder reading is zero balance. Tech Baker and Disposable Refrigerant Logs will be closely monitored by Mr. Pugh for the next 45 days to ensure compliance.

Risk Management. Corrective Action: 8.04H (e). Risk Manager Roy Storie will meet with Warden Polk for an appropriate tabletop date assignment. A major tabletop drill will be conducted and supervised by Major May and Roy Storie. Risk Manager Storie will send an E-Mail to Major May and Operation Review upon each completed table top, for the next six months.

Risk Management. Corrective Action: 8.13(b). Risk Manager Roy Storie will continue providing Unit Level training to Officer Mauro. Regional II Risk Manager Michelle Parker will conduct testing for Officer Sarina Mauro on November 3, 2010. Mr. Roy Storie and Mr. Larry Kines HR will ensure Officer Mauro attends Alternate URM training in April 2011.

ATTORNEYS EYES ONLY

Environmental Branch. Corrective Action: 9.05 (c). Maintenance Supervisor Mr. Pugh immediately signed the "zero balance: Rs-249 forms. Technician Mr. Baker is required to immediately present zero balance Rs-249 reports to Mr. Pugh for signature. Mr. Pugh will monitor Rs-249 reports for the next 60 days, to ensure compliance.

Justification for Late Submission: _____

• Regional Director: _____

(Print Name)

(Signature/Date)

Comments: _____

Follow-ups will be conducted
on some of these findings.

Justification for Late Submission: _____

Attachments: (O.R. Sergeant's Reports and completed checklists, attached in the same order as listed above.)

Copy: Unit File

OPERATIONAL REVIEW SERGEANT'S REPORT

Unit: Hutchins State Jail Review Conducted: October 22/23, 2010
(Month/Day/Year)Functional Area Reviewed: Environmental BranchManual Chapter and Section Reference: Chapter II, Section 3Total 'Applicable' Checklist Questions: 18 (4 High + 14 Other)

• INTRODUCTION:

On October 22, 2010 at 1300 hours I began a three day Environmental Branch Audit. The audit began with an interview with Maintenance Supervisor Mr. Pugh. Risk Manager Coordinator Roy Storie was interviewed for section 8. During the audit Mr. Pugh and Mr. Storie was very knowledgeable and helpful. Out of the nine sections of Environmental Branch, Five will apply to the Hutchins Unit. I inspected departments to ensure Chemical list and MSDS sheets were present and to ensure of proper inventory/recorder keeping. I inspected the location absorbents are secured. I inspected area Solid Waste is stored in the Food Service Department to view proper handling and disposal. I reviewed documentation indicting inspection of hazardous waste drums The Bar screen and logs was reviewed to ensure cleaning procedures are followed.

• FINDING(S)

Finding 1 9.05 (c)				
Disposition reports 9-36-22, 9-37-22, 9-38-22, 9-39-22, 9-40-22 did not have the maintenance supervisor signature.				
ACTION STEPS (List all steps that have been or will be taken to correct the finding. Use as many as necessary.)		PERSON/DEPT. HEAD RESPONSIBLE	TARGET DATE	DATE COMPLETED
1.	Mr. Pugh immediately signed forms.	Mr. Pugh	October 23, 2010	October 23,2010
2.	Tech Baker will hand reports to Mr. Pugh immediately when reports is at zero.	Mr. Pugh	October 23, 2010	
3.	Maintenance Supervisor Pugh will monitor Tech Mr. Baker and reports for the next 60 days. To ensure process is completed within a timely period.	Mr. Pugh	December 01, 2010	

Finding 2				
ACTION STEPS (List all steps that have been or will be taken to correct the finding. Use as many as necessary.)		PERSON/DEPT. HEAD RESPONSIBLE	TARGET DATE	DATE COMPLETED
1.				
2.				

ATTORNEYS EYES ONLY

SM-01.23

Attachment A

3.				
----	--	--	--	--

ATTORNEYS EYES ONLY

Attachment A

OPERATIONAL REVIEW SERGEANT'S REPORT (cont.)

- **SUMMARY:** *All departments inspected were very knowledgeable and helpful during this audit. They are encourage to continue to do a good job.*

- **OPERATIONAL REVIEW SERGEANT:**

Timothy Jones
(Print Name)

SBD/MS 10-29-16
(Signature/Date)

Justification for Late Submission by Operational Review Sergeant: _____



- **WARDEN:**

(Print Name)

(Signature/Date)

Attachment: Completed checklist(s)
Copy: File
Unit-level Department Head



ATTORNEYS EYES ONLY

UNIT: HJDATE: 10-22-10INSPECTOR: SED OJ

III. FACILITIES (Environmental Branch)

2. FUEL DEPOTS

NOTE: This checklist will also be used to evaluate any Fuel Depots operated by Offender Transportation.

2.01 In regards to the fuel depots:

(40 CFR 112.7, 112.12; 30 TAC §115.246, 30 TAC §327.5; NFPA 30A)
(EA-07.05 & EA-07.07)

- | | | | | |
|-----|---|-----|----|-----------|
| A. | Is the berm around fuel depots in good condition with no signs of erosion, damage, and impermeable to the materials being stored? | YES | NO | <u>NA</u> |
| B. | Is the soil at the fuel depot free from any sign of contamination that could be a result of leaks, overfilling, etc.? | YES | NO | <u>NA</u> |
| C. | Is the Texas Commission on Environmental Quality (TCEQ) Certificate of Registration displayed or readily available for inspection? | YES | NO | <u>NA</u> |
| D. | If uncontaminated rainwater is drained from the berm, is the drain line capped or control valve closed when not in use? | YES | NO | <u>NA</u> |
| *E. | Is the spacing between tanks 1/6 the sum of the adjacent tank diameters but not less than three feet apart? | YES | NO | <u>NA</u> |
| *F. | Is the depot dispensing device equipped with Emergency Shut-Offs? | YES | NO | <u>NA</u> |
| *G. | Is a 20-lb fire extinguisher (or 2 10-lb. fire extinguishers) with a minimum 40B: C rating located 20 -100 feet of each pump and storage tank fill opening? | YES | NO | <u>NA</u> |

COMMENTS:

Unit do not have Fuel Depots

METHODOLOGY: Inspect the area. **A.** It requires a simple judgment as to the structural integrity of the berms or dikes encompassing the fuel tank area. The containment area surrounding the tank should hold 110% of the contents of the largest tank plus freeboard for precipitation. **B.** Spills outside the berm/dike are prohibited and must be reported if they are 25 gallons or greater of a petroleum product. Spills inside the berm are permissible but must be cleaned up as soon as possible. **C.** Review required certificates. Registration is required at sites where an above ground petroleum storage tank has a capacity of 1100 gallons or more. **D.** Check the drainage system of the berm to ensure it prevents uncontrolled runoff.

*** NOTE:** Items E, F, & G. only apply to fuel depots constructed, replaced, or upgraded after January 1, 2000. Those fuel depots currently include: Byrd, Central, Eastham, Lewis, Neal, Robertson, Torres, Wynne and Stiles. **F.** Check the spacing between the tanks within the berm to ensure there is a minimum of three feet between them; measure between widest point of the tank diameters. **F.** There should be an emergency shut-off control. Emergency shut-offs for the dispensing pump should not be less than 20 feet or more than 100 feet from the pump for fuel depots constructed, replaced, or upgraded after January 1, 2000. **G.** Inspect fire extinguishers.

ATTORNEYS EYES ONLY

UNIT: HJ DATE: 10-22-10 INSPECTOR: SGT Jmel

III. FACILITIES (Environmental Branch)

3. Hazardous, Non-Hazardous, and Universal Waste

NOTE: This checklist will also be used to evaluate any waste related activities operated by Offender Transportation..

3.01H In regards to waste collection containers: (EA-02.03, EA-02.04)

- A. Are all containers in the waste accumulation area properly closed, except when necessary to add or remove waste? YES NO NA
- B. Does the container label properly identify the type of waste as "Hazardous Waste, Universal Waste or Non-Hazardous Waste"? YES NO NA
- C. Does the container label include the specific identity of waste (Used Antifreeze, Used Oil, Used Oil Filters, Paint Waste, Pesticides, Thermostats, or Hazardous Waste identified in 40 CFR 261.3)? YES NO NA
- D. Are all areas free from leakage or spills? YES NO NA

COMMENTS: INSPECTIONS CONDUCTED ON CONTAINERS FOR proper LABELING Leaks AND spills

METHODOLOGY: A. Verify there are no open containers. Drums will be bunged, cans will be lidded, open top drums will be lidded in some fashion. No funnels should be left in bungs, etc., unless they are draining. Immediately after draining remove funnel and close container. B. & C. Inspect containers for proper labeling to include type of waste and specific identity of waste. This information should be painted, stenciled or otherwise marked on each container. D. Inspect the area for signs of leaks or spills.

3.02H Is there a Non-Hazardous, Universal, and Hazardous Waste Container Accumulation, Storage, and Disposal Log being filled out for each container of waste? (EA-02.04)

YES NO NACOMMENTS: Reviewed logs AND LOCATION

METHODOLOGY: Department(s) managing waste accumulation areas must maintain a "Non-Hazardous, Universal and Hazardous Waste Container Accumulation, Storage and Disposal Log" for each waste present as included in EA-02.04. This log serves as an internal tracking device for generation of waste and as documentation for waste disposed of through a local recycler at no cost to State. If waste is disposed of through an approved vendor the "Uniform Hazardous Waste Manifest" (if Hazardous) or Bill of Lading (if Non-Hazardous or Universal) and "Non-Hazardous, Universal and Hazardous Waste Container Accumulation, Storage, and Disposal Log" apply.

3.03 Are there absorbent materials (i.e. sawdust, clay, litter, other) available to clean up spills or leaks from containers holding liquid wastes? (EA-02.04)

YES NO NACOMMENTS: Reviewed logs AND LOCATION of ABSORBENTS

METHODOLOGY: Inspect the waste accumulation area for the presence of absorbent material.

III. FACILITIES (Environmental Branch); 3. Hazardous, Non-Hazardous, and Universal Waste

- 3.04 If applicable are copies of the Uniform Hazardous Waste Manifests available for the past three years?(EA-02.01)

☒ YES☐ NO☐ NA

COMMENTS: _____

METHODOLOGY: This form is used to provide a standard chain-of-custody for Hazardous (not Non-Hazardous or Universal) waste disposed of through an authorized vendor only. Review the records at the location which produced the manifests. One department may be retaining the records for the entire facility; it is unlikely a disposal vendor would leave more than one manifest per pickup.

ATTORNEYS EYES ONLY

UNIT: HJ DATE: 10-22-10 INSPECTOR: T. Jones

III. FACILITIES (Environmental Branch)

4. SOLID WASTE

4.01H In regards to stored and collected solid waste:
(EA-02.07, EA-02.09) (FDM - 04.01)

A. Is garbage containing food waste stored in covered or closed containers which are leakproof, durable, and designed for safe handling and easy cleaning?

☒ YES ☐ NO ☐ NA

B. Has all disposal of solid waste been in accordance with the Texas Solid Waste Disposal Act as not to create and maintain a nuisance, or allow dumping of municipal solid waste without the written authorization of the Texas Commission on Environmental Quality (TCEQ)?

☒ YES ☐ NO ☐ NACOMMENTS: CHECKED AREA WHERE FOOD WASTE IS STORED AND DISPOSED.

METHODOLOGY: A. Check the area where food waste is stored or disposed. The containers for moving or storing food waste must have lids. There must not be any food waste such as bones or other food debris on the ground near the containers or other storage containers. B. Check remote outside areas of the facility and ask the maintenance manager where unwanted metals, scrap, and debris are disposed. There must not be any uncontrolled dumping of waste on the facility.

4.02 Are scrap tires stored, inventoried, inspected, and disposed of before reaching the maximum allowed quantity of 500 tires on the ground or 2,000 tires in trailers? (EA-02.08)

☐ YES ☐ NO ☒ NA

COMMENTS: _____

METHODOLOGY: For facilities that store scrap tires: contact the farm manager or transportation department; inspect scrap tire storage locations, and review required documentation; for less than 500 scrap tires review the "Scrap Tire Storage Inspection" form or for scrap tires in excess of 500 the "Scrap Tire Management Registration Application" form.

4.03 Does the unit incorporate efforts to collect and segregate recyclable materials for recycling when it is economically feasible?
(FDM-05.08) (EA-02.09 thru EA-02.21)☒ YES ☐ NO ☐ NACOMMENTS: Reviewed / OBSERVED AREA

METHODOLOGY: All facilities are required to recycle when possible. Possible recyclable materials include: automotive anti-freeze, automotive batteries, cardboard, office paper, computer components, scrap metal and scrap tires. Check with the maintenance manager to determine whether these materials are being recycled.

ATTORNEYS EYES ONLY

III. FACILITIES (Environmental Branch)
4. SOLID WASTE

- 4.04 In regards to unit composting, Is any of the following non-exempt composting material being used:
fish, dead animal carcasses, oils, greases, dairy materials, sewage sludge, organic material from municipal solid waste, disposable diapers, paper products soiled by human excreta or sludge byproduct generated from the production of paper? (EA-02.22) YES NO NA

COMMENTS: STATE JAIL

METHODOLOGY: If any of the non-exempt material is composted, a TCEQ notification, registration or permit will be required. Any facility desiring to compost these materials must first contact the Facilities Division Environmental Branch at (936) 437-7363 to ensure all regulatory requirements are met. The TCEQ exempt composting status applies for the following materials:

1. Source-separated yard trimmings, clean wood material, vegetative material, paper, and manure;
2. Source-separated industrial materials listed in No. 1 above;
3. Agricultural operations that generate and compost agricultural materials onsite;
4. Mulching operations;
5. Land application of materials listed in No. 1 above at rates below or equal to agronomic rates as determined by the Texas Agricultural Extension Service;
6. Application of paper that is applied to land for use as an erosion control or a soil amendment;
7. On-site composting of industrial solid waste at a facility that is in compliance with §335.6 of this title (relating to Notification Requirements).

ATTORNEYS EYES ONLYUNIT: HJ DATE: 10-22-10 INSPECTOR: T. JONES**III. FACILITIES (Environmental Branch)****5. POTABLE WATER HAULING OPERATIONS****5.01H** Are operational records maintained when the tank truck or trailer is in use that includes:
(EA-03.04, FDM-04.08)

- | | | | | |
|----|--|-----|----|-----------|
| A. | The identity of the hauler used only for transporting potable liquids. | YES | NO | <u>NA</u> |
| B. | The identity of the approved Public Water System used to fill. | YES | NO | <u>NA</u> |
| C. | The total daily volume hauled (gallons). | YES | NO | <u>NA</u> |
| D. | The daily chlorine residual (when in use). | YES | NO | <u>NA</u> |
| E. | The microbiological (coliform) results (monthly minimum). | YES | NO | <u>NA</u> |
| F. | The date(s) of tank truck or trailer disinfection (monthly minimum). | YES | NO | <u>NA</u> |

COMMENTS: CITY WATER SYSTEM

METHODOLOGY: A. Unique identification or asset number. B. Approved Public Water Systems are assigned a seven digit system identification number by the TCEQ. C. Daily usage should be noted in operational records. D. Identify the source (groundwater or surface) and method of disinfection (chlorine or chloramine). Groundwater is typically disinfected with chlorine (minimum 0.5 mg/l free residual). Surface water is typically disinfected with chloramine (chlorine and ammonia) (minimum 1.0 mg/l total chlorine residual). E. Microbiological analysis by TCEQ approved lab. F. Disinfection should be noted in operational records.

5.02 In regards to tank truck or trailers:
(EA-03.04, FDM-04.08)

- | | | | | |
|----|--|-----|----|-----------|
| A. | Is the tank truck or trailer labeled with the words "Drinking Water"? | YES | NO | <u>NA</u> |
| B. | Does manhole cover overlap the raised manhole opening by a minimum of two inches and terminate in a downward direction? | YES | NO | <u>NA</u> |
| C. | Is the manhole opening kept locked, except during times of filling? | YES | NO | <u>NA</u> |
| D. | Is tank truck or trailer equipped with a downward facing vent that is screened with 16 mesh or finer corrosion resistant material? | YES | NO | <u>NA</u> |
| E. | Are the connections (openings) on the wagon used for filling and emptying the tank properly protected with caps and keeper chains? | YES | NO | <u>NA</u> |